

Lacey Andresen, Deputy Director, Child Welfare Practice & Program

Authorized Signature

Number: CW-PT-006

Issue date: 5/5/2020

Topic: Minimum Qualifications For Persons Conducting Investigation or Making Determination Regarding a Child

Transmitting (check the box that best applies):

- New policy
 Policy change
 Policy clarification
 Executive letter
 Administrative Rule
 Manual update
 Other: _____

Applies to (check all that apply):

- | | |
|---|--|
| <input checked="" type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental Disabilities Services(ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs | <input type="checkbox"/> ODDS Children’s Intensive In Home Services |
| <input type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Stabilization and Crisis Unit (SACU) |
| <input type="checkbox"/> ODDS Children’s Residential Services | <input type="checkbox"/> Other (please specify): |
| <input type="checkbox"/> Child Welfare Programs | |

Policy/rule title:	Minimum Qualifications For Persons Conducting Investigation or Making Determination Regarding a Child		
Policy/rule number(s):	413-002-0000	Release no:	
Effective date:	May 1, 2020	Expiration:	
References:			
Web address:			

Discussion/interpretation: OAR 413-002-0000 sets forth the minimum requirements that must be possessed by persons who conduct investigations under ORS 419B.020, makes determinations that a child must be taken into protective custody under ORS 419B.150 or makes determinations that a child should not be released to the child’s parent or other responsible person under ORS 419B.165(2).

The change in the rule stipulates that an individual hired to work as a caseworker, including

carrying out the functions referenced above, that has a bachelor's degree unrelated to human services must meet an additional one-year experience requirement or a coursework requirement.

The change in the rule also provides for individuals who have an associate's degree to be hired and work as caseworkers, including carrying out the functions referenced in the first paragraph above, providing they meet a two-year experience requirement or one-year experience requirement and a training, coursework or certification requirement.

RULE TEXT:

A person who conducts an investigation under ORS 419B.020, makes a determination that a child must be taken into protective custody under ORS 419B.150 or makes a determination that a child should not be released to the child's parent or other responsible person under ORS 419B.165(2) must possess either:

(1) A bachelor's degree in human services or a field related to human services; or

(2) A bachelor's degree unrelated to human services and either:

(a) One year of human services related experience; or

(b) Completion of coursework equivalent to certification consistent with Oregon Caseworker Competency; or

(3) An associate degree and either:

(a) Two years of human services related experience; or

(b) One year of human services related experience and related training, coursework or certification consistent with Oregon Caseworker Competency.

Implementation/transition instructions: While this rule change is intended to affect hiring managers by increasing their ability to consider a broader spectrum of candidates, the direct impact will be on HR staff that will evaluate whether applicants meet the MQs.

Training/communication plan: Communication will be by transmittal and information sharing during statewide Standing CW Program Huddle.

Local/branch action required: Ensure all hiring managers review this transmittal.

Central office action required: Distribute and archive transmittal. Respond to questions from the field.

Field/stakeholder review: Yes No

If yes, reviewed by: Peer Advisory Review Committee, Policy Council, RAC
was convened.

Filing instructions:

If you have any questions about this policy, contact:

Contact(s):	Lee Lower		
Phone:	503-990-0432	Fax:	
Email:	Lee.Lower@dhsosha.state.or.us		