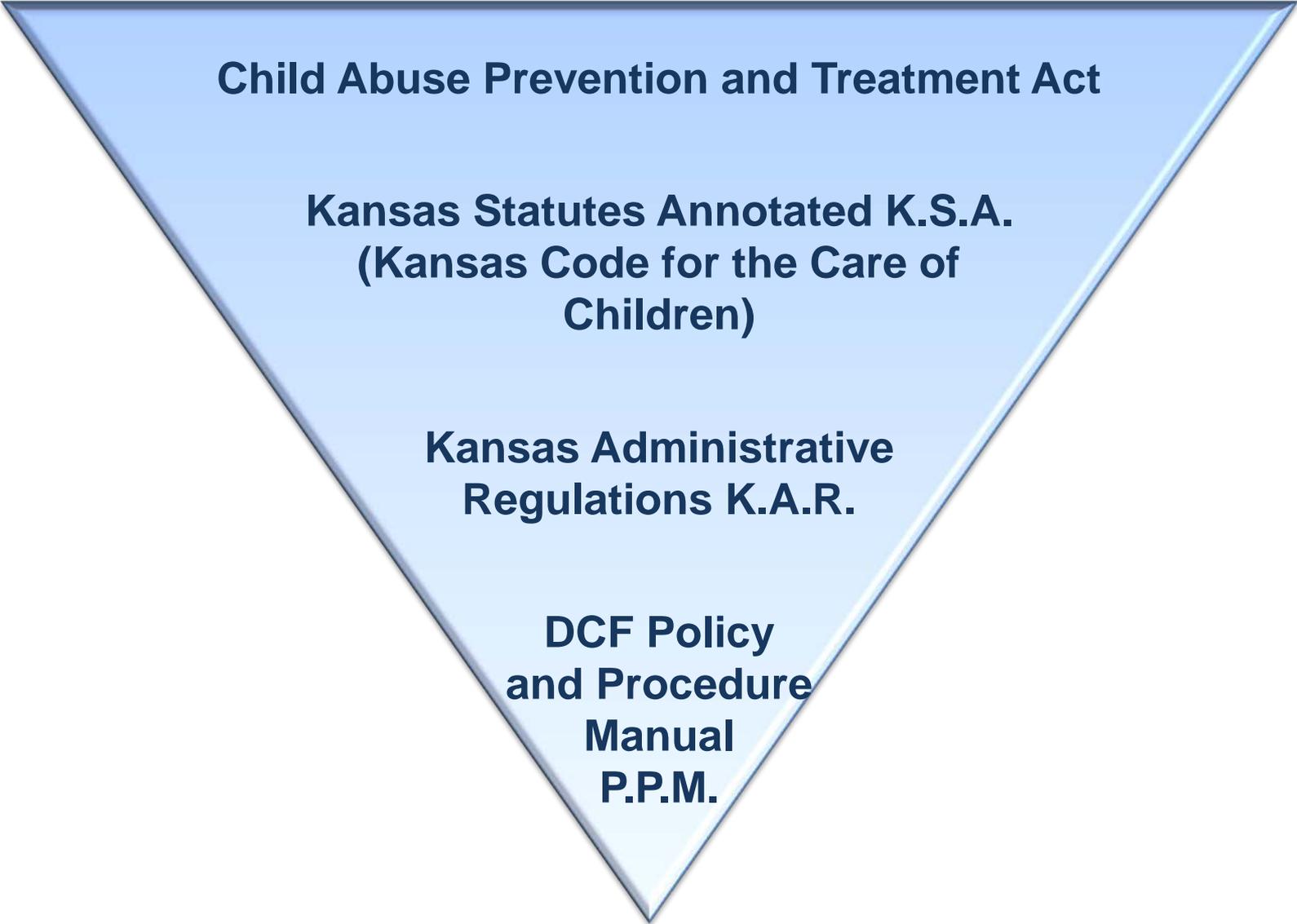


Child Abuse/Neglect Intake, Investigation and Assessment

Diane Carver, Program Administrator
DCF Prevention and Protection Services

Strong Families Make a Strong Kansas





Child Abuse Prevention and Treatment Act

**Kansas Statutes Annotated K.S.A.
(Kansas Code for the Care of
Children)**

**Kansas Administrative
Regulations K.A.R.**

**DCF Policy
and Procedure
Manual
P.P.M.**

Guides social work practice

Authority to Investigate

Kansas Statutes Annotated K.S.A.

(Kansas Code for the Care of Children)

38-2226 Investigation for child abuse or neglect.

The Secretary and law enforcement officers shall have the **duty to receive and investigate** reports of child abuse or neglect for the purpose of:

- Determining whether the report is **valid**.
- Whether action is required to **protect the child**.

How are reports received by the KPRC?

- Telephone- **1-800-922-5337**
- Fax- **1-866-317-4279**
- Email- KSPRC@dcf.ks.gov
- Mail -Topeka or Wichita Service Center locations.
- Web reporting for Mandated Reporters-
<http://www.dcf.ks.gov>

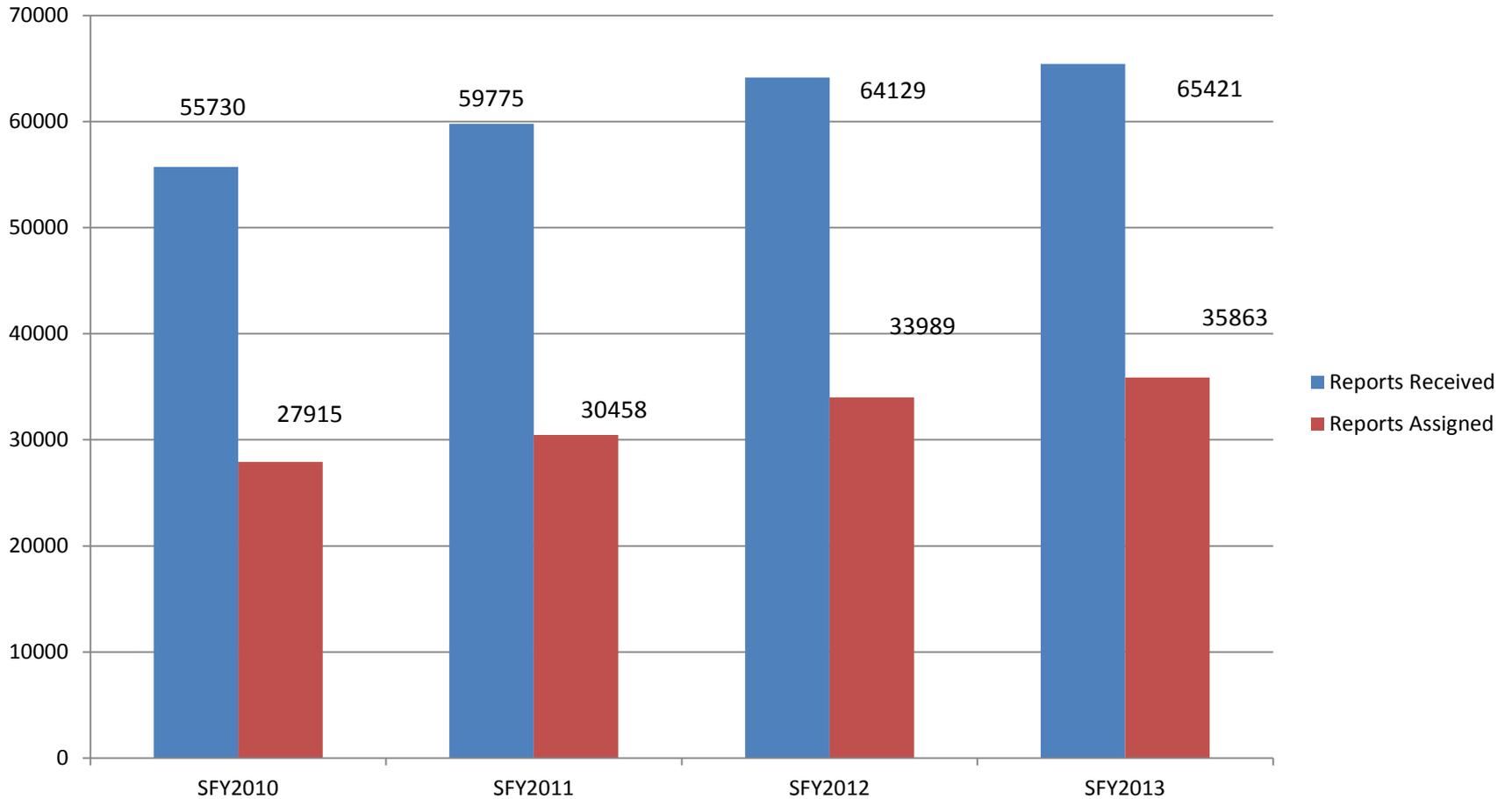


In Fiscal Year 2013 DCF received 65,421 reports regarding children.

We continue to experience an upward trend in reporting of child abuse or neglect.

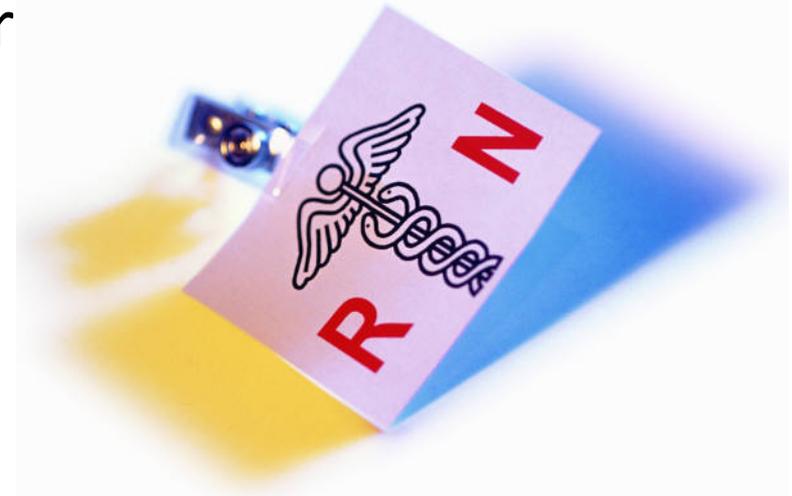
55% of the reports were assigned for further assessment by the Protection Report Center.

Reports Received and Assigned



Mandated Reporters

- K.S.A. 38-2223 (Child Abuse/Neglect)
 - When any mandated reporter has **reason to suspect** that a person has been injured as a result of physical, mental or emotional abuse, neglect, or sexual abuse, the person shall report the matter promptly to DCF and/or Law Enforcement.



Do I need “proof” before I report? **NO**

- Anyone can make a report when they have a “**reason to suspect**” that child abuse or neglect has occurred.
- “**Reason to suspect**” may mean there is credible evidence, or a discrepant or inconsistent history in explaining a child’s injury.

For example, the caregiver indicates that bruising was due to an accidental fall, however the bruising appears on parts of the body that are inconsistent with this explanation.

Who is Mandated to Report?

- Examples include:
 - School employees
 - Child Care providers
 - Law enforcement, fire fighters, EMT
 - Court services, community corrections
 - Medical Professionals, nurses,
 - Therapists
 - Licensed social workers



Tips if you **suspect** abuse or neglect -

- Keep in mind it is often difficult for a child to disclose situations of abuse or neglect. The child may have been threatened not to tell. The child may feel ashamed, embarrassed, anxious or scared.
- Be respectful of the child's space by not leaning in too close while he or she is talking.
- Maintain a calm expression. The child's story may be emotional. If expressions of shock or other emotions are displayed, the child may choose not to disclose.

Tips if you **suspect** abuse or neglect -

cont'd.

- Limit questions to obtain only the minimal information needed to make the report. Remember “a reason to suspect” is the criteria needed to make a report.
- Do not put words in the child’s mouth. Asking leading questions may unintentionally alter the facts of the case. A report may be made without asking for additional details

Leading Question example: “Did your father hit you with a belt?”

Tips if you **suspect** abuse or neglect -

cont'd.

- Do not interview the child to gather specific details or facts. Allow the child to be interviewed by staff specifically trained in forensic interviewing of children.
- Do not promise the child to keep the disclosure a secret. Reassure the child and explain you will call someone who will be able to help.
- Reassure the child the information will not be shared with peers or anyone who does not need to know to keep him or her safe

Local “Policies” vs. Statute for Mandated Reporters

K.S.A. 38-2223 (e) (1)

Some agencies expect staff to discuss abuse before reporting. However if a mandated reporter has **“reason to suspect”** abuse or neglect, it is his or her responsibility to report, whether or not the supervisor is in agreement

Requirements and Protections for Mandated Reporters

- **K.S.A. 38-2223 (e) (1) and (2)**
- Willful and knowing failure to make a report required by this section is a class B misdemeanor. It is not a defense that another mandatory reporter made the report.
- Intentionally preventing or interfering with the making of a report required by this section is a class B misdemeanor.

Protections for Mandated Reporters

K.S.A. 38-2224 (a) and (b) – for suspected Child Abuse or Neglect

- No employer shall terminate the employment of, prevent or impair the practice or occupation of, or impose any other sanction on, any employee because the employee made an oral or written report to, or cooperated with an investigation by, law enforcement or the secretary relating to harm inflicted upon a child which was suspected by the employee of having resulted from the physical, mental or emotional abuse or neglect or sexual abuse of the child.
- Violation of this section is a class B misdemeanor

Protections for Mandated Reporters

For Suspected Child Abuse or Neglect

- Persons who willfully and knowingly make a false report or make a report that is known to lack factual foundation are guilty of a Class B misdemeanor
- Kansas law provides reporters immunity from civil liability if a report is made without malice and in good faith [K.S.A. 38-2209 (B)(3)(c)(1)]

Confidentiality

Specific to suspected Child Abuse or Neglect

- DCF Policy provides that the identity of the reporter of suspected child or adult abuse or neglect not be disclosed
- This protection is not absolute –
 - If a case is heard in court and DCF is ordered by a Judge to release the name of a reporter
 - If an DCF finding is appealed and heard in an DCF administrative hearing, there is a possibility that the reporter's name may be disclosed in those proceedings

ADDITIONAL CONTACT



It is important for Reporters to leave contact information so the Social Workers will be able to connect with them to ask additional questions and gather additional information which may be essential in determining the safety of the child or adult.

What happens when a report is called in to the Kansas Protection Report Center?



Six Areas of Family Life:

- Extent of the situation
- Circumstances
- Child Functioning
- Discipline Practices
- General Parenting
- Caregiver Functioning

INFORMATION YOU WILL NEED

- Demographic information for all individuals living in the home:
includes: Names, ages, dates of birth, social security numbers, address, phone number, gender, race, disability, school, day care, employment
- Information including contact information for the non-residential custodial parent
- Relationships of all individuals known to be living in the home;
- Information including contact information for caregivers and relatives, for families and children;
- Any known witnesses or others who may have information about the situation

QUESTIONS YOU WILL BE ASKED

- The nature and extent of harm to the child (including any evidence of previous harm) and the alleged perpetrator's access to the victim
- If an injury is present, the reporter will be asked to describe in detail how the injury appears and the account that has been given on how the injury occurred

QUESTIONS YOU WILL BE ASKED

- Current location of the victim, if not with the caregiver
- Any other information that might be helpful in establishing the cause of the harm and the identity of the persons responsible for the harm
- Information about yourself – your name, contact information, relationship to the victim, and the reason for your call at this time

It may be useful to know:

The Reporter shall disclose protected health information (PHI) freely and cooperate fully with DCF and Law Enforcement throughout the investigation and any subsequent legal processes.



K.S.A. 38-2213

Making An Online Report

- www.dcf.ks.gov

Tips:

- Please have all information prior to submitting the report. The website will time out in approximately one hour
- Attachments may be scanned/faxed to the Kansas Protection Report Center

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[Print Page](#)

Child Support Services

[Program Information](#)

[Child Support Handbook](#)

[Kansas Payment Center](#)

[Child Support Call Center](#)

Economic & Employment Services

[Cash Assistance](#)

[Child Care](#)

[Food Assistance](#)

[Work Programs](#)

Prevention & Protection Services

[Adoption](#)

[Adult Protective Services](#)

[Child Protective Services](#)

[Foster Care](#)

Rehabilitation Services

[Employment Services](#)

[Independent Living](#)

[Deaf and Hard of Hearing](#)

[Disability Determination Services](#)

Spotlight News



June is designated as Adult Abuse Awareness Month. It's a time to call attention to the abuse, neglect and exploitation of vulnerable adults—including those with physical, emotional or mental impairments.

[Please click to learn more.](#)

Quick Links

[Report Abuse](#)

[Hotline Numbers](#)

[Newsroom](#)

[Services](#)

[Find DCF Locations](#)

Meet A Kansas Kid



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Rectangular Snip

[Home](#)

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Home

Report Abuse or Neglect

If you suspect a child is being abused or neglected, please telephone the **Kansas Protection Report Center at 1-800-922-5330**. Every call is taken seriously and every effort will be made to protect your identity. Telephone lines are staffed 24 hours a day. In the event of an emergency contact your local law enforcement or call 911. For more information go to [Child Protective Services](#).

To report suspected abuse, neglect or exploitation of an adult in the community, please telephone the **Kansas Protection Report Center at 1-800-922-5330**. Every call is taken seriously. Telephone lines are staffed 24 hours a day. In the event of an emergency contact your local law enforcement or call 911. For more information go to [Adult Protective Services](#) page.

If you are a **mandatory reporter** and would like to report child or adult abuse or neglect electronically, please use the new [Kansas Intake/Investigation Protection System](#). When using the electronic report please make note of the first question at the top of the form indicating child or adult type of report.

Quick Links

[Report Abuse](#)

[Hotline Numbers](#)

[Newsroom](#)

[Services](#)

[Find DCF Locations](#)

[Apply for Services](#)

[Solicitar Servicios](#)

[Grants & Contracts](#)



Reporting Abuse, Neglect and Exploitation of Adult and Child Abuse

Reports of Abuse, Neglect and Exploitation of an Adult or Child may be made to the Kansas Protection Report Center online at this website or by calling:

800-922-5330

If there is an emergency situation, call your local law enforcement agency or 911.

Are You A Mandated Reporter?

To determine if you are a child or adult mandated reporter please select the links below for a listing of mandated reporters by occupation.

[Adult Mandated Reporters](#)

[Child Mandated Reporters](#)

To Start An Online Report

If you are a mandated reporter and have the required information, on-line reporting is an available option.

Some questions, specified below, on the web intake require an answer. A reporter providing as much information as available on the remaining questions will assist DCF in determining the next steps necessary to provide for the safety of an adult or child.

The following information is required to complete the online report.

Names:

Reporter Name (your name), Alleged Victim Name, Alleged Perpetrator Name.

Contact Information:

Reporter telephone number and Email Address (You will receive an Email confirmation message that you can print and retain for your records).

Location Information:

[Newsroom](#)

[Services](#)

[Find DCF Locations](#)

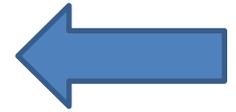
[Apply for Services](#)

[Solicitar Servicios](#)

[Grants & Contracts](#)

Attachments:

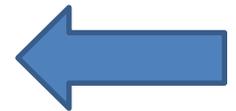
This on-line report will not allow attachments to be added. If there is additional information you wish to send to the Kansas Protection Center, please record the "Intake ID" number provided when the intake is submitted and fax the information to **1-866-317-4279** or e-mail to KSPRC@dcf.ks.gov. In the subject line on the fax cover sheet or e-mail, please state "web intake attachment" followed by the "Intake ID" number provided.



If you cannot provide this information, please call the Kansas Protection Report Center 800-922-5330 to make a report.

State of Kansas DCF Information Technology Resources**Warning Banner**

This is a State of Kansas Department for Children and Families Information Technology Resource that is subject to Federal and State Law. This Information Technology Resource may be accessed and used only for official DCF business by authorized personnel. This resource contains Government information which may be restricted to authorized users ONLY. Unauthorized access or use of this Information Technology Resource or information contained herein may subject violators to criminal, civil, and/or disciplinary action. While there is no right to privacy, all client/customer information will be secured as required by law. All information on or access to this Information Technology Resource may be intercepted, recorded, read, copied and disclosed by and to authorized personnel for official purposes, including, but not limited to, criminal investigations and disciplinary actions. Information includes, but is not limited to, sensitive data encrypted to comply with confidentiality and privacy requirements. Access or use of this Information Technology Resource by any person, whether authorized or unauthorized, constitutes consent to these terms.



[I Agree](#) (select to access the Protection Report Form)

This form only supports browser type Internet Explorer (IE) and versions 6, 7 and 8. If you use a different browser type you will not be able to complete a report using the web intake option.

[I Disagree](#) (select to return to the Hotline Numbers site)

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[Home](#)

Print Page

Home
[Redirect Page](#)

You are being directed away from our web site in a new browser window.

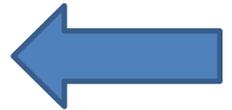
continue



go back



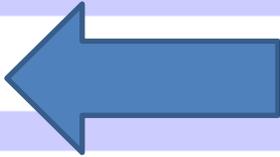
- OR -



Protective Services Report

Copy Address From

Are you reporting an incident that happened to an adult or a child? **required**



Reporter Information

In this section, you will fill out your contact information so that we can contact you if we need additional information. We must number to ensure that we can properly address your concern in case additional information is needed.

Mandated Reporter

Agency/Facility Name Your Title

Your First Name **required** Last Name **required** Middle Initial

Address Type

Street Address of your Agency/Facility

Apartment/PO Box Number

City State Zip Code

County

Primary Phone Number **required** Ext. Phone Type

Secondary Phone Number Ext. Phone Type

Email Address **required**

Gender

Relationship to Alleged Victim **required** Relationship to Incident

Best time to contact you or an alternate contact name and phone number **required**

Would you like written notification of the outcome of your Report?

Incident Information

In this section, you will describe what caused you to fill out a report on the alleged victim. If anyone saw the incident happen, you will need to add their contact information to the Other Participant Section. Please answer as many of the following questions as you can.

On what date did the incident occur?

 What Time?

Where did the incident occur? *required*

Did the incident occur at an Agency or Facility?

Agency/Facility Name

Agency/Facility Phone Number

Incident Street

Incident Apt/PO Box Number

City

 State Zip Code

County

Has law enforcement been involved?

Please describe the incident in detail and include the following information.

What has happened that led you to report today? *required*

Why do you suspect abuse/neglect/exploitation? *required*

How did you become aware of the suspected abuse/neglect/exploitation?

What are the circumstances surrounding the suspected abuse/neglect/exploitation?



What information do you have on the victim's functioning on a day-to-day basis? (For child reports only)

What information do you have about the parent's discipline approaches? (For child reports only)

What information do you have about how the caregiver functions on a day-to-day basis? (For child reports only)

Do you think there is risk to our Investigator?

If Yes, please explain.

- **Alleged Victim Information** [Add](#) [Edit](#) [De](#)
- **Alleged Perpetrator Information** [Add](#) [Edit](#) [De](#)
- **Other Possible Participant Information** [Add](#) [Edit](#) [De](#)

Protective Services Report

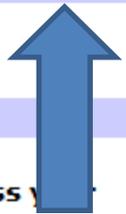
Copy Address From

Spell Check

Submit

Cancel

Are you reporting an incident that happened to an adult or a child? **required** Child



Reporter Information

In this section, you will fill out your contact information so that we can contact you if we need additional information. We must have at least your name and a phone number to ensure that we can properly address your concern in case additional information is needed.

Mandated Reporter

Agency/Facility Name Your Title

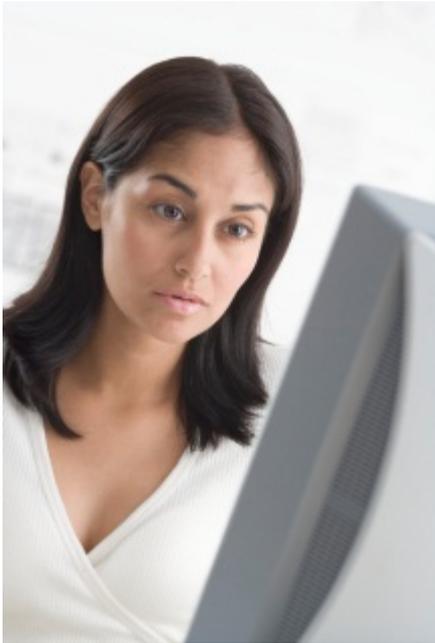
Your First Name **required** as Last Name **required** as Middle Initial

Address Type

Street Address of your Agency/Facility

Apartment/PO Box Number

Initial Assessment



- Licensed Social Worker
- Assess Risk and Safety Factors
- Apply Abuse and Neglect definitions

Initial Assessment Decision Factors to Consider

- ✓ Child's Age
- ✓ Seriousness of injury
- ✓ Recency of injury
- ✓ Frequency of incidents
- ✓ Child's ability to protect self
- ✓ Alleged perpetrator's access
- ✓ Other's ability to protect the child
- ✓ History of abuse/neglect

Possible Reasons for “No Further Assessment Needed”

1. Does not meet statutory definition or DCF Policy for a child in need of care
2. Report does not provide information needed to locate the child
3. Incident has already been assessed by Law Enforcement or DCF
4. DCF does not have the authority to proceed - or there is a conflict of interest
5. Non-Abuse/Neglect report indicates the family is addressing the concerns on their own

If “No Further Assessment Needed”

- If the outcome of a report is “Not Assigned”, this does not mean the information provided is not important.
- DCF may have already assigned a report on the same situation or may be able to combine your report with another one to have enough information to assign it.
- If a report is not assigned, and there is a current open case, the information will be sent to the DCF Social Worker for follow up.

Allegation Types Which May Be Assigned

Child Abuse Reports

- Sexual Abuse
- Physical Abuse
- Physical Neglect
- Mental or Emotional Abuse
- Lack of Supervision
- Medical Neglect
- Child in Need of Care:
Non-Abuse/Neglect

DCE TRIVIA

Physical Neglect is the most common allegation type of abuse/neglect reports assigned for investigation in Kansas.

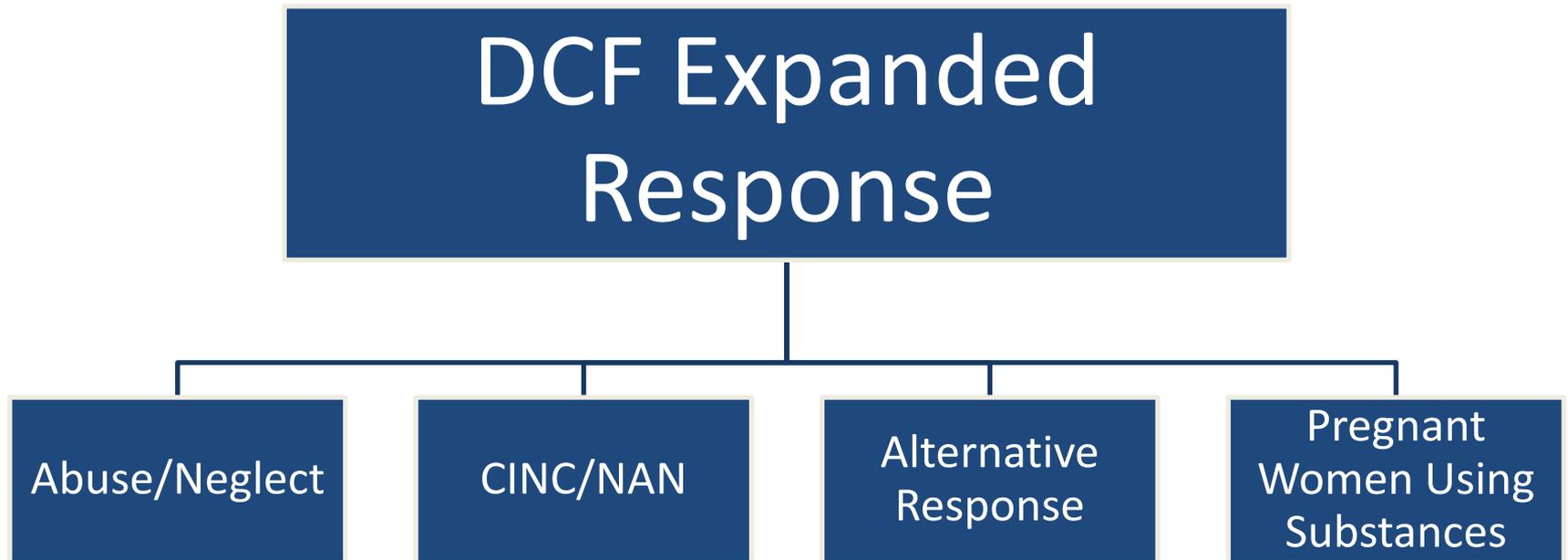
TRUE or FALSE?

FALSE

Physical Abuse is the most common type of abuse/neglect assigned for investigation.

- FY 2013- 34.1% were assigned as Physical Abuse
- 13.1% assigned as Physical Neglect.

DCF Assignment Types



Abuse and Neglect

- Reports assigned for Abuse/Neglect require an investigation to assess if further action is needed. The purpose of assessment is to determine if the child may be a child in need of care and if services to the child and family are indicated.

Child in Need of Care

Non-abuse/neglect

- Children are referred to the department due to conflicts with home, school or community; runaway; school non-attendance or other reasons defined as child in need of care by K.S.A. 38-2202. The purpose of assessment is to determine if the child may be a child in need of care and if services to the child and family are indicated.

Child in Need of Care Non-abuse/neglect

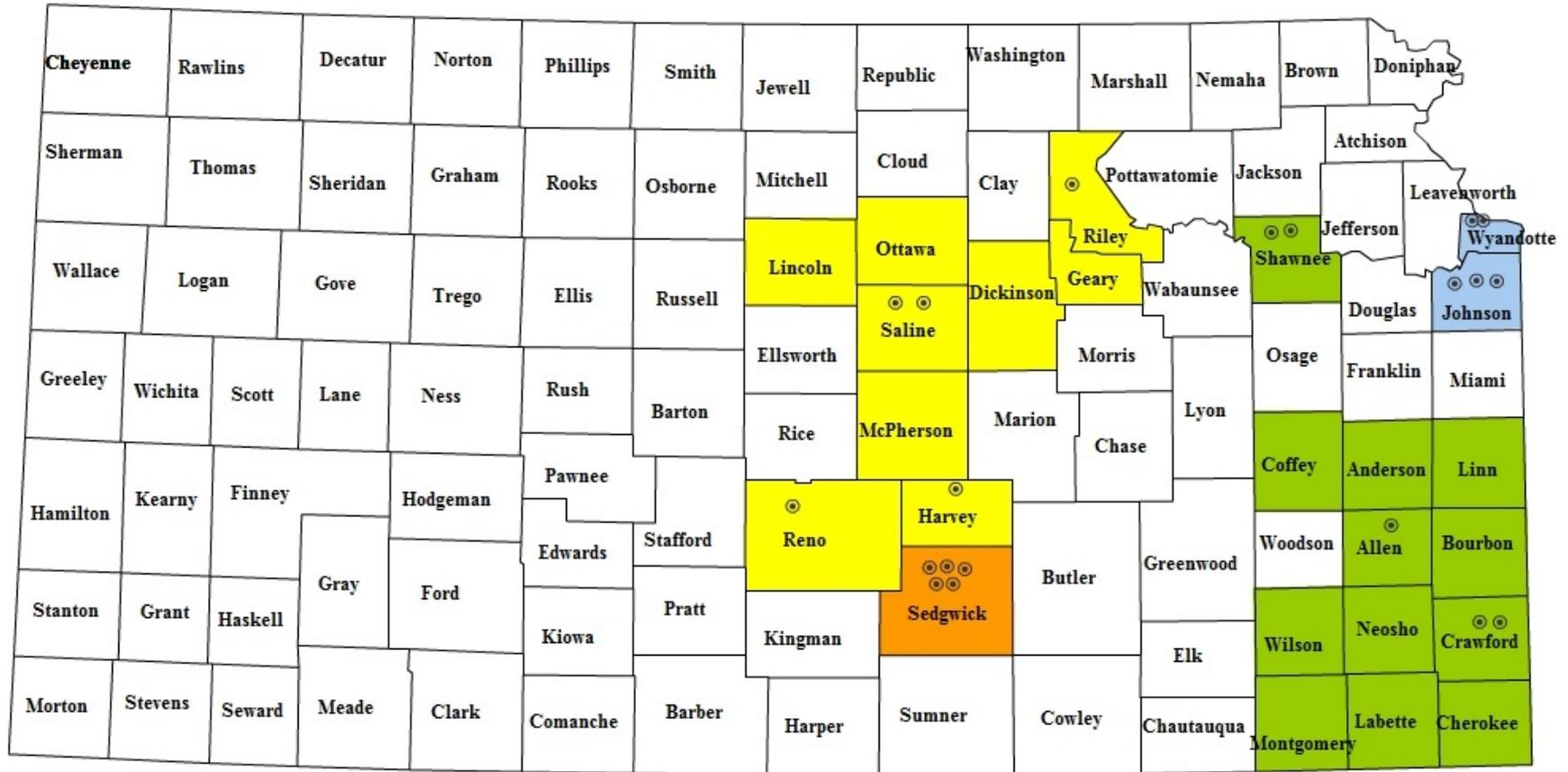
- The assessment considers the presenting problem, danger to self or others, child and caregiver contributing factors, family strengths and resources. Services are determined with the family to address the presenting issues.



Alternative Response

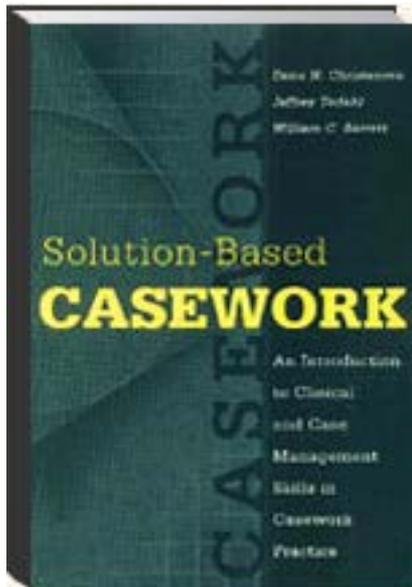
- Reports assigned for Alternative Response meet specific CINC/NAN criteria for acceptance; and are accepted based on identified catchment areas.
- Safety and risk assessments are completed, as well as a comprehensive family assessment to identify a variety of services specific to the families' unique strengths and needs.

Alternative Response Catchment Areas



Solution-Based Casework

- Dr. Dana Christensen
- Evidence-Based Casework Practice Model
- Extensive training and certification process



<http://www.solutionbasedcasework.com>

Solution-Based Casework

- Voluntary
- Family involvement
- Assess Everyday Life Tasks
 - Bedtime, chores, mealtime, homework, etc.
- Develop NEW ways of handling difficult situations
 - Family Level Objectives
 - Individual Level Objectives
- Document and celebrate skill development

Pregnant Woman Using Substances

- Reports assigned by the department indicating a pregnant woman is using substances. The purpose of the assessment is to determine the level of services needed and make referrals as needed.
- Services are provided by Family Preservation Providers.



Response Times

Abuse/Neglect assignments:

- Same day
- 72 hour

CINC/NAN assignments:

- Same Day
- 72 hour
- 20 working day

Alternative Response assignments:

- 72 hour

Pregnant Woman Using Substances assignments:

- 72 hour



Criteria for Same Day Assignment

- The alleged victim is under 1 year of age
- There is a current mark or bruise
- The alleged victim is afraid to go home
- Sexual abuse is alleged and the alleged perpetrator has access
- Life threatening situation for a child of any age
- Child in Police Protective Custody

Safety Determination

- **Same Day-** Safety must be determined by the assigned DCF social worker -or at least appropriately attempted by the end of that work day.
- **72 Hour-** Safety must be determined within 72 working hours. This excludes weekends and state holidays.

How does DCF Determine Child Safety?

- Face to Face contact with the alleged victim(s).
- Neutral setting- school (K.S.A. 38-2226 (g))
- Consider safety factors such as:
 - Severity of harm
 - Frequency of incidents
 - Age of the child
 - Perpetrator access
 - Non-abusing caregiver willing and able to protect
 - History of abuse/neglect

Interviews

- ✓ The alleged victim
- ✓ The alleged perpetrator
- ✓ The caregiver of the victim
- ✓ Siblings residing in the home
- ✓ Others who may have relevant information

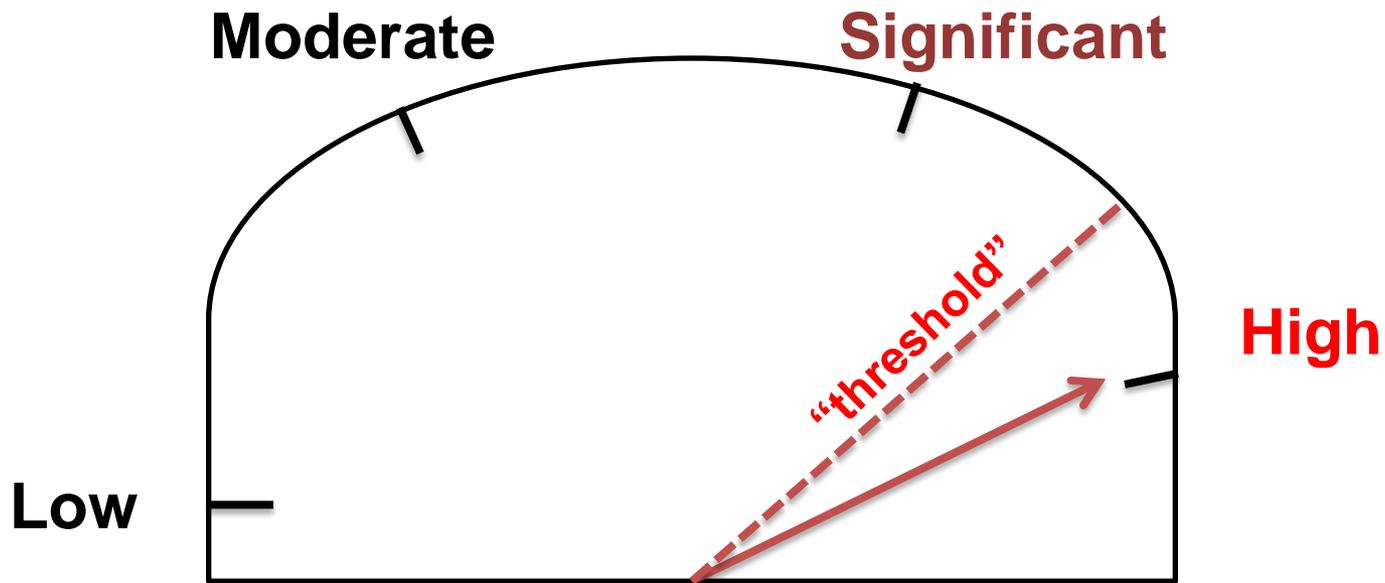


Safety and Risk Assessments

Risk vs. Safety

Risk leads to decisions for **services**

Safety leads to decisions for **protective action**



Safety Assessment

- Evaluates imminent danger to a child.
- Considers-
 - safety factors,
 - immediate need for medical care, and
 - family strengths offsetting the safety concern.
- Assists the social worker in determining the need for protective action.

Safety Decisions

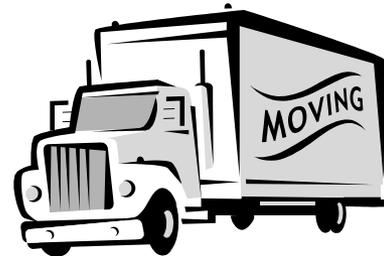
- Safe
- Conditionally Safe
- Unsafe
 - Is the child abandoned?

Or all three of the following must be “yes”:

 - Is the child in imminent danger?
 - Does the perpetrator have access to the child?
 - Is the non-abusing caregiver unable to protect the child?

Protective Action CONDITIONALLY SAFE

- Conditionally Safe
 - Safety Plan
 - Removal of the alleged perpetrator



Protective Action UNSAFE

**Can DCF remove
a child from their home?**

Protective Action
UNSAFE

ANSWER: No

Only Law Enforcement, a court services officer, or the Court can remove children from their home.

K.S.A. 38-2231



DCF Protective Action UNSAFE

- Request police protective custody
- Request CA/DA file a petition requesting a court order to place the child in temporary DCF custody and in out of home placement.

Temporary Custody Hearing

When a child is placed in PPC or temporary DCF custody a hearing must be held within 72 hours to determine if the children can safely return home or if a continued out of home placement is needed.



Risk Assessments

- Research based tool
- Likelihood of future maltreatment
- Statistically correlated to future maltreatment
- All significant risk factors are considered
- Assists families
- Assists workers in making service action decisions

Service Action Decisions

May include:

- Referrals to community services and supports
- Referrals to Community Service Grantees of DCF for support services
- DCF Family Services
- Family Preservation Services

Family Preservation

Family Preservation provides:

- 24/7 availability to the family.
- Crisis stabilization and ongoing intervention.
- Aftercare services for 365 days after referral.



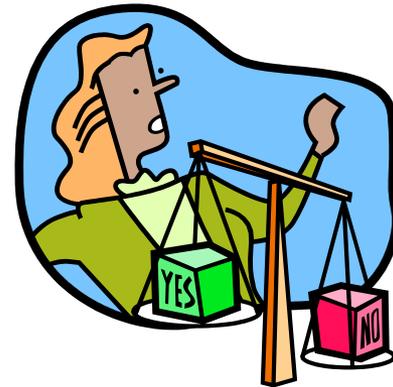
DCF Case Finding Purpose

Determine if the identified perpetrator should be permitted to reside, work, or regularly volunteer in a child care facility licensed by KDHE.



DCF Case Finding

- DCF possible case findings are:
 - 1) Unsubstantiated**
 - 2) Substantiated**



Unsubstantiated

*The facts or circumstances do not provide **clear and convincing evidence** to meet the KSA and KAR definition of abuse or neglect.*

Substantiated

*The facts and circumstances provide **clear and convincing evidence** to conclude the alleged perpetrator's actions or inactions meet the KSA and KAR definition of abuse or neglect and, therefore, **alleged perpetrator should not be permitted to reside, work, or regularly volunteer in a child care facility regulated by KDHE.***

Central Registry

- All persons “Substantiated” after July 1, 2004 are placed on the Central Registry.
- Purpose of the Central Registry

Prevent anyone substantiated from working, residing or regularly volunteering in a facility licensed by KDHE.

Statistics to Take Away

- **92.6%** of abuse/neglect reports are unsubstantiated
- **97.2%** of reports receive a timely Safety Determination

Source: DCF Data Reports

<http://www.dcf.ks.gov/services/PPS/Pages/InvestigativeFindings.aspx>

The goal of DCF is ALWAYS to keep families together whenever this is safely possible.



Web sites of interest

DCF Policy and Procedure Manual

<http://www.dcf.ks.gov/services/PPS/Pages/PPSpolicies.aspx>

Kansas Statutes Annotated-definitions

<http://www.kslegislature.org/>

Guide to Reporting Child Abuse and Neglect

<http://kcsi.org/resources/communityresource>
[library](#)

- Questions and Answers



Strong Families Make a Strong Kansas