

MEMORANDUM

TO: Carla Carpenter, Deputy Director, Office of Children and Families, Ohio
Department of Job and Family Services

FROM: Michelle Edgar, Christine Dobrovich,
Co-chairs, Workgroup on Juvenile Justice in Child Welfare

DATE: November 21, 2018

RE: Report on completion of work and recommendations for training, of
Workgroup on Juvenile Justice in Child Welfare

Introduction

This memorandum reports on the work of the Workgroup on Juvenile Justice in Child Welfare (the Workgroup), its conclusions, and its request for the Ohio Department of Job and Family Services (ODJFS) to develop trainings tailored for Title IV-E court staff using the Comprehensive Assessment and Planning Model – Interim Solution (CAPMIS) tools for the delinquency or unruly population.

History

Each Ohio Public Children Services Agency (PCSA) utilizes an integrated set of case management tools known as the Comprehensive Assessment and Planning Model – Interim Solution (CAPMIS) to guide case practice for each screened-in report. CAPMIS includes instruments for activities such as the safety assessment, safety plan, family assessment, case plan, case review, reunification assessment, and semiannual review and is fully completed within Ohio's Statewide Automated Child Welfare Information System (SACWIS). The use of these tools ensures completion of all activities required by state and federal mandates and Title IV-E eligibility determination and compliance.

Completion of CAPMIS within SACWIS is required by any agency when functioning as a "child welfare agency." This includes: PCSAs, Title IV-E Courts, and the Ohio Department of Youth Services (ODYS).

Issue

CAPMIS has been developed as a case management system on behalf of children who are alleged to be victims of child abuse or neglect. CAPMIS instruments' intended purpose and functionality may not fully align when applied with an unruly or delinquent population.

Summary

The Subcommittee on Responding to Child Abuse, Neglect and Dependency and The Subcommittee on Juvenile Justice established the Workgroup in June 2017. The Workgroup's charge was to:

1. Review CAPMIS tools to identify those instruments, sections and/or questions that are applicable and appropriate for the unruly and delinquent populations served by an agency acting as a child welfare agency (Agency), as well as those instruments, sections and/or questions that may not be applicable.

2. Research and review other instruments that may be specific to these populations.
3. Understand ODJFS' CPOE (Child Protection and Oversight and Evaluation) process and the federal Child and Family Services Review (CFSR) so as to become familiar with the standards that the Agency is being monitored on and held to by the federal Department of Health and Human Services.
4. Identify and/or develop a set of tool(s) that the Workgroup recommends for Agency use when working with an unruly or delinquent youth and that is:
 - a. Compliant with CPOE/CFSR monitoring requirements.
 - b. Meets the intended purpose of state and federal regulations and standards.
 - c. Supports quality case practice with the unruly or delinquent populations and their families.
5. Suggest items of policy that might be needed or considered by ODJFS to support implementation of the recommended tool set.
6. Develop recommendations for trainings, including:
 - a. Training for Title IV-E court staff using CAPMIS for the delinquent or unruly populations; and
 - b. Training to accompany the new tool(s) to be used for the delinquent or unruly populations.

The Workgroup was comprised of Ohio judges (and their designees), magistrates, court administrators, PCSA directors, probation officers, Title IV-E specialist, ODJFS representatives, ODYS representatives, and representatives from the Supreme Court of Ohio.

After research and hearing presentations from ODYS and ODJFS, the workgroup voted to review and update selected CAPMIS tools including the Family Assessment, Semi-Annual Review, Case Plan, Case Review and Reunification Assessment. To facilitate its work, the Workgroup formed a small project group to accomplish these goals and revise the CAPMIS tools. Each revised tool was then reviewed and revised by the full workgroup and a final, electronic vote was taken by the full JJCW workgroup. The revised CAPMIS tools were accepted by the workgroup.

While the Workgroup was making recommendations to changes in the CAPMIS tools, ODJFS was concurrently working on the tools. Due to their work, ODJFS requested a Workgroup meeting to review the work conducted in their Child Protective Services Policy and SACWIS areas to improve CAPMIS tool functionality in SACWIS. Since the Workgroup and ODJFS were working on CAPMIS tools separately, ODJFS and Workgroup members wanted to ensure that the recommendations align with the work being conducted by ODJFS. At the meeting ODJFS demonstrated the proposed Family Case Plan, Case Review, and Annual Review.

As follow-up to the July, 2018 workgroup meeting, ODJFS asked for feedback regarding these CAPMIS tools. ODJFS demonstrated the new functionality in SACWIS that will allow the worker entering in case documents to choose elements from forms embedded in SACWIS. For example, when addressing child vulnerabilities, the worker will be able to see a list of behavioral vulnerabilities, such as the child is defiant and oppositional to authority, and enter those most relevant to the current case. The members present at the meeting unanimously agreed that the updated CAPMIS tools captured what the workgroup has been working on and will be much more appropriate for the juvenile unruly and

delinquent populations. The feedback from the Workgroup has been that the tools meet the courts' expectations regarding these populations. Accordingly, the first part of the charge was accomplished.

Recommendation

The second part of the group's charge was to develop recommendations for trainings specific to agencies serving the juvenile delinquency and unruly populations to accompany the new CAPMIS tools. As discussed above, the Workgroup recommends:

- ODJFS develop trainings to accompany the new CAPMIS tools that are targeted for the delinquent and unruly populations. These trainings should be tailored specifically for staff working with this population, including Title IV-E court staff, PCSAs working with the juvenile justice population, and ODYS working with the Title IV-E population.
- Trainings required by Title IV-E court staff and ODYS staff working with these populations should be clearly defined and outlined. The training requirements should be applied consistently statewide, and court staff and ODYS staff should be given equal registration priority (to caseworkers) to required trainings. Required trainings should be inclusive of the delinquent and unruly populations.

