

CHILD PROTECTION SERVICES
STANDARDS FOR EFFECTIVE PRACTICE
STANDARDS FOR KINSHIP SERVICES

5.4 CRITERIA FOR CASE CLOSURE

Council on Accreditation Standards

The Council on Accreditation Standards S21 (Foster and Kinship Services); S21.27 (Supports to Kinship Caregivers) and G9 (Service Delivery) link to and support Standard 5.4 *Criteria for Case Closure*.

Administrative Code

The Ohio Administrative Code Rules 5101:2-34-33 (PCSA Requirements for Conducting Intrafamilial (non stranger) Child Abuse and Neglect Family Assessments/Investigations); 5101:2-39-02 (Case Records for Children Services); 5101:2-39-073 (Kinship Care, Family Preservation, Supportive Services); 5101:2-39-08 [Requirements for PCSA Case Plan for In-Home Supportive Services (no court order)]; and 5101:2-39-08.1 (PCSA Case Plan for Children in Custody or Under Court Ordered Protective Supervision) address Standard 5.4 *Criteria for Case Closure*.

I. Philosophy

Once the goal for reunification is not attainable and the decision has been made for the child to remain in the kinship placement, the CFSA, along with the kinship family, needs to determine the type and duration of the services and the level of involvement with the family. CFSA involvement with the kinship family will be terminated when the children in the family are receiving care and support which meets their minimum needs. The kinship family also needs to demonstrate a sustained ability to protect, care, and provide permanency for the children on their own and/or with support from their community.

II. Outcome

The kinship family provides a safe, stable and permanent home that meets the child's needs.

The kinship family is aware of, and able to access, needed services and supports.

III. Evaluation

FACSIS events, CPOE and the Federal Health and Human Services outcomes may be considered when evaluating this standard. In addition, the CFSA may consider the following:

- the risk assessment is thoroughly completed at point of entry, key decision-making points, case transfer excluding adoption and PPLA;
- documentation that areas of risk are discussed at each home visit with the family and kinship family;
- the number of team decision making meetings held to discuss and update the child, family and kinship family assessment at key decision-making points with the family, kinship family, service providers, family support persons and agency staff present;

- services are provided for a minimum of 60 days from the date the child is placed into the permanent setting;
- the number of children reunified with their family;
- the number of children who recidivate within 12 months of exiting care;
- the median length of stay for children prior to returning home, emancipation or prior to legal guardianship/adoption finalization.

IV. Standards for Implementation

A. Criteria for Closing a Kinship Care Case

- 1) The CFSA should close a case when at least one of the following conditions has been met:
 - a. the kinship family has demonstrated the ability to provide a safe and nurturing home;
 - b. a risk assessment is completed to include parents as well as the kinship family (see #2);
 - c. the kinship family does not wish to continue receiving services; the agency is in agreement and provides a list of supportive community resources the family may access in the future;
 - OR
 - d. the child is settled in a permanent non-adoptive placement (excluding Planned Permanent Living Arrangements) with services provided for a minimum of 60 days from the date the child is placed in the permanent setting, with no reports of abuse and neglect, or other care or safety concerns for the child.
- 2) The following factors involved in a thorough risk assessment should be evaluated when planning to close a case:
 - a. type and degree of acts or conditions to which children have been exposed;
 - b. frequency of acts or conditions to which children have been exposed;
 - c. child characteristics;
 - d. characteristics of all adults in the household;
 - e. adult, child relationship;
 - f. socio-economic factors;
 - a. alleged perpetrator access and responsibility for care of child; and
 - b. community supports.
- 3) The family, extended family, kinship family and all other professionals actively involved in the case should be contacted and consulted and their observations requested prior to case closure. This should occur by holding a family case conference with all involved (See Standard 3.10, *Team Decision Making*). When a professional actively involved in the family's case does not concur with the decision to close, the staff should list the concerns and reasons why the professional is in disagreement. The staff should document the rationale for the CFSA decision to close the case. If the CFSA reconsiders its decision and keeps the case open, the staff should document the reason for doing so.
- 4) Prior to closing the case, the CFSA refers and/or arranges community resources and supports for the family.
- 5) The agency should confirm that all court involvement is terminated and documentation has been received.

- 6) The genogram and ecomap are updated upon case closure.
- 7) Upon case closure, the following elements should be included in the family's file:
 - a. the reason for opening the case;
 - b. the current level of risk to the child;
 - c. the services provided and outcomes;
 - d. the securement of community supports and services;
 - e. the reason for closing the case;
 - f. the family's utilization of services and/or resources;
 - g. the family's perception of their progress and agency's involvement; and
 - h. the date of case closure.

The case should not be considered closed until after the documentation has been completed.

- 8) When the CFSA closes a case, the family is notified in writing within 5 working days of closure. Part of the notification should include that the family would be able to contact the CFSA for additional support and assistance.
- 9) When the CFSA closes a case, all service providers who are actively involved with the case should be sent written notification of the CFSA decision to close the case within 5 working days of closure.

V. Financial Implications

Costs associated with Standard 5.4, *Criteria for Case Closure* would be:

8 hours x \$85.23/hour = \$681.84 per each case closure