

Changes to Investigation Conclusion Closure Reasons

With the implementation of Build 18, Closure Reasons on the Investigation Conclusion window are revised to more accurately reflect the outcome of the Investigation Stage. Closure reasons continue to be linked to the determination of the investigation. Unlike the rest of Build 18 implementation that occurs in waves, the *Closure Reasons in Investigation Conclusion changed for all districts when the first social service district was implemented.*

All CPS workers currently select from the new Build 18 Closure Reasons. However, the selection of a 'Case open' reason *will system-generate a Family Services Intake only in social services districts that are implemented.* Primary workers in an *implemented* social services district who are concluding an investigation will see the message "This is a build 18 implemented Investigation Conclusion" at the top of the Investigation Conclusion window. (This message is a tool to aid staff at the help desk to distinguish between implemented and non-implemented districts; it will no longer display after all districts have been implemented).

- During the wave 1 implementation period, there are instances, connected with saved or pending investigations, where a CPS worker might have to select a new Closure Reason from the revised Build 18 list. This affects all workers, regardless of whether Build 18 has been implemented in their social services district. If an Investigation was Pending Approval before the date of wave 1 Build 18 implementation, the Investigation Conclusion window will contain the pre-build 18 Closure Reasons. If the pending Investigation is then rejected, when the Investigation Conclusion window is opened, the selected pre-build 18 Closure Reason will be displayed *but will be red to indicate an error condition.* The worker must then click on the Closure Reason field and select a Build 18 Closure Reason from the revised list in the drop-down box.
- If an Investigation was Pending Approval before the date of Build 18 implementation and the Pending Approval status was invalidated by a worker opening the Investigation Conclusion window in Modify mode, the worker needs to select a Build 18 Closure Reason from the revised list in the drop-down box.
- Pending Investigations with a pre-build 18 Closure Reason can be approved. If a pending Investigation Conclusion with a pre-build 18 Closure Reason is approved in an implemented district, the pre-build 18 Closure Reason will be used to create an FSI Stage. Since there is no pre-build 18 closure reason equivalent to 'Case Open - CPS Required,' the protective program choice will not be system-added to the FSS for these children. Workers will need to add the protective program choice if appropriate.
- If an Investigation Conclusion has a pre-build 18 Closure Reason saved *but not submitted for approval* before Build 18 implementation, then upon wave 1 implementation, the selected Closure Reason will be displayed in red and a Build 18 Closure Reason must be selected before it can be submitted for approval.

Required Action: Changes to Investigation Conclusion Closure Reasons

- All CPS workers statewide must use the revised Closure Reasons in Investigation Conclusion upon wave 1 Build 18 implementation.
- CPS workers must select the 'Case open – CPS required' Closure Reason if there are ongoing child welfare issues requiring the continued assessment of safety and risk.
- After Build 18 implementation of wave 1, CPS workers must select a Build 18 Closure Reason if a pending investigation with a pre-build 18 reason is rejected, or if a pre-build 18 Closure Reason was saved *but not submitted for approval* before wave 1 implementation.
- If a pending Investigation Conclusion with a pre-build 18 Closure Reason is approved, and there are ongoing child welfare issues requiring the continued assessment of safety

and risk, workers must add the program choice 'protective' to the FSS, as the system will not automatically do so.

- The programmatic function and responsibilities of CPS Worker/Monitor must be fulfilled when there is a Program Choice of Protective and services are being provided by someone other than a CPS worker.

Build 18 Investigation Conclusion Closure Reasons

Expanded Definitions

Unfounded; Case open - Services

The worker has assessed that no serious safety factors or risk issues currently exist which warrant or require the provision of child protective services. However, preventive services are warranted and have been accepted by the family. Additionally, court-ordered preventive services or court-ordered preventive supervision or voluntary placement may exist.

Unfounded; Closed - No services required

The worker has assessed that no serious safety factors or risk issues currently exist which warrant or require the provision of child protective services. Additionally, none of the following services are required or provided:

- preventive
- court-ordered services
- court-ordered supervision
- court-ordered placement
- voluntary placement

Unfounded; Closed - Refused services

The worker has assessed that no serious safety factors or risk issues currently exist which warrant or require the provision of child protective services. Preventive services were offered to the family and refused and there is not sufficient evidence to initiate or continue a Family Court action to compel involvement.

Unfounded; Closed - Unable to contact/moved out of jurisdiction

The worker is unable to assess if serious safety factors or risk issues currently exist which warrant or require the provision of child protective services and services cannot be provided, due to one or more of the following circumstances:

- The current whereabouts of the family are unknown and the family cannot be located.
- The family has moved out of the current CPS jurisdiction and cannot be located.
- The family has moved out of New York State.

Indicated; Case open - CPS required

The worker has assessed that serious safety factors and/or risk issues exist which require the on-going assessment of safety and risk and/or court-ordered CPS placement, court ordered services or supervision currently exist. Note: In addition, preventive services, voluntary foster care placement or non-LDSS custody-relative/resource placement may be requested and provided to the family and/or a PINS/JD placement may exist.

Indicated; Case open - CPS not required

The worker has assessed that no serious safety factors and/or risk issues exist that require an on-going assessment of safety and risk. Note: preventive services, voluntary foster care placement or non-LDSS custody-relative/resource placement may be requested and provided to the family and/or a PINS/JD placement may exist.

Indicated; Closed - Services refused/unable to take or continue legal action

Current serious safety factors or risk issues may exist, however do not place the child(ren) in immediate danger. The family has been offered and subsequently refused appropriate services. Additionally, the CPS worker has assessed that:

- it would not be in the child's best interest or that there is insufficient evidence to initiate or continue a Family Court action to compel involvement **OR**
- CPS sought a court order to compel the subject(s) of an indicated abuse and/or maltreatment report(s) to receive such services, but the court has dismissed the petition and it is not in the child's best interest to continue additional Family Court action.

Indicated; Closed - No services required

The worker has assessed that no serious safety factors and/or risk issues exist that require the on-going assessment of safety and risk. Additionally, none of the following services are required or being provided:

- preventive services
- court-ordered services
- court-ordered supervision
- court-ordered placement
- voluntary placement

Indicated; Closed - Unable to contact/ moved out of jurisdiction

Serious safety factors and/or risk issues exist that require the on-going assessment of safety and risk. However, services cannot be provided, as one of the following circumstances exists:

- The current whereabouts of the family are unknown and the family cannot be located.
- The family has moved out of the current CPS jurisdiction and cannot be located.
- The family has moved out of New York State.

Indicated; Closed - No surviving children

All of the following circumstances must exist:

- A DOA/Fatality allegation exists and is substantiated.
- A DOD was entered for the AB child(ren) associated to the DOA/Fatality allegation.
- There are no other persons younger than 18 years of age with a role of MA, AB or No Role in the case composition.