

Statement of Consideration (SOC)

PPTL 25-28 C2.18 Making a Finding. The following comments were received in response to SOP drafts sent for field review. Thanks to those who reviewed and commented. Comments about typographical and grammatical errors are excluded; these errors have been corrected as appropriate.

SOP C2.18 Making a Finding

1. **Comment:** Says "in the narrative of the ADT tool". But it is not called the ADT anymore. Called SDM assessment now. Also there is not a specific narrative section anymore. Can we change so it is more clear where we put it... Since interviews are in contacts now, should we also put the rationale In a final investigative contact AND in the "Assessment Results" section of the SDM under "Justification of Finding" ?

Response: Chapter C2.11 is being reviewed and edited; the term ADT is still appropriate at this time. The justification should not be entered into a separate contact as that would be duplicative.

2. **Comment:** not called an assessment conclusion. It is called the "assessment results"

- Documents the legal rationale in the **assessment conclusion**; and
- Closes the assessment without an aftercare plan if there are no further issues;
 - An **Assessment Conclusion** will include the following information:
 - Justification of findings specific to the case;
 - Specific notation of Kentucky Revised Statutes and/or Kentucky Administrative Regulations;
 - The notification of findings provided to the appropriate individuals; and
 - Consultation information that occurred throughout the investigation.

Response: Corrected to be applicable for cases that utilize SDM tools and those that do not.

3. **Comment:** Can SOP documents include a specific finding letter for FINSA. None currently.

Response: The [DPP-153 Child Protective Services \(CPS\) Family in Need of Services Assessment Notification Letter](#). However, because the form hasn't been

revised since 2005, updates will be forthcoming to ensure the language is appropriate and the contact information is current.

4. **Comment:**

Assessment Results	
Assessment Recommended Results	Assessment Results Override
<input type="radio"/> Close Assessment	<input checked="" type="radio"/> Close Assessment
<input checked="" type="radio"/> In Home Ongoing Case	<input type="radio"/> In Home Ongoing Case
<input type="radio"/> Out Of Home Ongoing Case	<input type="radio"/> Out Of Home Ongoing Case
<input type="radio"/> Service Referral	<input type="radio"/> Service Referral

In the assessment result section in an SDM assessment (picture above), can we take out Service referral as an option since it does not align with our SOP language and is confusing on when to select service referral or "in-home ongoing case"

Response: Service referral is part of the SDM risk assessment results. Service referrals are not cases that will be open. It is for cases that will be closed but referrals for services were made or needed prior to case closure.

5. **Comment:** Change wording as not called ADT anymore

Response: Please refer to comment/response #1.

6. **Comment:** *ii. The name of the alleged perpetrator will not be released except by court order pursuant to KRS 620.050.*

Will not be released to who?

Response: [KRS 620.050](#) specifies who is privileged to this information absent a court order.

7. **Comment:** *3. When it is determined that a case will be opened, the SSW ensures that the **DCBS-1B Application for Services** is completed by all appropriate family members.*

If not a FINSA, and we are involuntarily opening ongoing services, why is a signed 1B required?

Response: In involuntary case openings, the [DCBS-1B Application For Services](#) is required to authorize DCBS to share and obtain information

necessary for service coordination. It ensures compliance with privacy laws and documents legal consent from appropriate family members. The form does not imply voluntary participation, but rather acknowledges the agency's authority to proceed.

8. Comment:
The SSW:

1. Determines whether the local judge wants the SSW to tender any Administrative Office of the Court (AOC) form partially or fully completed with the relevant information pertaining to that child for the judge's signature;

Can we reword the above? Not sure what this means or what it is asking.

Response: Edit is made to indicate: **1. Will work with the local court system on the completion of any Administrative Office of the Courts (AOC) forms the judge requires.**

9. Comment: 6. *Files a hard copy of the court order;*

Do we mean upload into Twist "case recordings and documents"? Because we no longer have hard files and paper copies.

Response: Change has been completed and is added to the SSW task.

10. Comment: No longer called an ADT and no longer an "assessment conclusion" section

Footnotes

2. If the final order from a CAPTA fair hearing process overturns the Cabinet's substantiated finding that a child has been dependent, neglected, or abused, the commissioner's office staff changes the finding and notes the reason for the change in the **assessment conclusion section of the ADT**. Although the finding is changed, no changes are made to the case record or the assessment.
3. Similar to the unable to locate determination, the **ADT** does not populate with a no finding determination. SSW includes a statement in the **assessment conclusion** documenting:

Response: Please refer to comment/response #1.