

### AFTER HOURS CALL SHEET

CPS:	<input type="checkbox"/>
APS:	<input type="checkbox"/>

Date of Call:		Intake ID or WEB ID:	
Time of Call:		RS Name:	
Time of Determination:		RS Phone:	
On-Call SSW:			
On-Call FSOS:			
Report assigned to:			
Initiation Information:			
DETERMINATION:			

**Alleged Victim Information:**

Name	DOB/AGE	SSN	Race	Sex	Current Location
<b>Address:</b>					
<b>Additional Information</b>					

**Alleged Perpetrator Information:**

Name	DOB/AGE	SSN	Race	Sex	Current Location
<b>Address:</b>					
<b>Phone #</b>					
<b>Additional Information</b>					

**Parent/Caretaker/Other Household Members (Not identified as alleged perpetrator or alleged victim):**

Name	DOB/AGE	SSN	Race	Sex	Relationship to Victim
<b>Address:</b>					
<b>Phone #</b>					
<b>Additional Information</b>					

## Allegations

### SECTION 1. PRE-SCREENING CRITERIA *(Definitions found in SDM Manual starting on page 9)*

#### **AUTOMATIC SCREEN OUT FOR CHILD PROTECTION INVESTIGATION**

- Reported victim is age 18 or older OR age 18–21 and not in KCHFS placement
- Alleged perpetrator is not a person responsible for, given access to, or entrusted to care for the alleged child victim(s). Do not select if the report is for human trafficking and/or female genital mutilation concerns.
- Does not meet jurisdiction for Kentucky
- Not applicable

#### **Non-investigatory response by the agency may be required, but no further use of Structured Decision Making® (SDM) tools is required.** *(Definitions in SDM Manual, page 10)*

- Safe Infant Path
- Safety Net Path
- Status Offender Path
- Safety Check and Review/Border Agreement
- Safety Check and Review/Court Ordered
- Non-Specific Court Orders/Court-Ordered Activity
- Out-of-State Requests for Assistance
- Not applicable

**IF ANY ITEM IN SECTION 1 IS SELECTED, THE SDM INTAKE ASSESSMENT IS COMPLETE. NO FURTHER SCREENING IS REQUIRED.**

### SECTION 2. ALLEGATION AND SCREENING DECISION

#### **PART A. MALTREATMENT ALLEGATION**

*Select all that apply and document the victim/perpetrator pairing information in the text box below.*

#### **Physical abuse** *(Definitions found in SDM Manual on page 12)*

- Non-accidental physical injury
- Suspicious physical injury
- Excessive or cruel punishment
- Female genital mutilation
- Threat of physical abuse
- Not applicable

**Sexual abuse** (Definitions found in SDM Manual on page 14)

- Caretaker has engaged in or has attempted to engage in sexual contact with a child (sexual contact with a child)
- Caretaker has exposed child to sexually explicit conduct or materials (non-contact sexual abuse)
- Threat of sexual harm
- Not applicable

**Human trafficking** (Definitions found in SDM Manual on page 16)

- Child sex trafficking, and caretaker is alleged perpetrator
- Child sex trafficking, and non-caretaker is alleged perpetrator
- Child labor trafficking, and caretaker is alleged perpetrator
- Child labor trafficking, and non-caretaker is alleged perpetrator
- Not applicable

**Neglect** (Definitions found in SDM Manual on page 19)

- Omission of an act resulting in failure to thrive
- Inadequate clothing or hygiene
- Inadequate shelter/exposure to unsafe home and immediate environment
- Inadequate food/nutrition or malnutrition
- Inadequate medical, dental, and/or mental health care
- Inadequate supervision
- Caretaker absence or abandonment
- Educational neglect/truant child
- Substance-affected infant
- Exploitation
- Not applicable

**Emotional injury** (Definitions found in SDM Manual on page 23)

- Caretaker action has caused or is likely to cause emotional injury to the child
- Threat of emotional injury
- Not applicable

**If any maltreatment types were selected, please indicate whether there was a:**

- Child fatality—no other children in the home
- Child fatality/near fatality another child(ren) in the home
- Allegations are only in a facility, foster home, placement, or daycare
- Second Incident
- N/A—none of these apply

**PART B: INITIAL SCREENING RECOMMENDATION**

- Screen in:** One or more criteria are selected
- Screen out:** No criteria are selected

**PART C: OVERRIDES** *(Definitions found in SDM Manual on page 24)*

**Policy Overrides: Consider policy overrides. If no policy overrides are present, check “No overrides apply” and record the final screening decision.**

- Screen in for non-investigatory response:** No abuse or neglect type is present, but referral will be screened in and assigned; no further SDM assessments required. (Automatic 72-hour response timeframe)
  - Law enforcement assist path
  - Dependency
  - Recommitment
- Screen out:** One or more abuse or neglect types are selected, but referral will be screened out; no further SDM assessments are required.
  - Insufficient information to locate child/family
  - Duplicate referral: information will be included with referral assigned for investigation
  - Referral already investigated, no new allegations

**SECTION 3. RESPONSE TIME AND TYPE DECISION**

For all accepted reports, review all items, starting with the top and progressing until a response time has been established. *(For further instruction, see SDM Manual, page 27)*

**Do ANY of the following apply? If YES, proceed with a 4-hour response time.**

- Child fatality or near fatality
- Child is unsupervised, abandoned, or dependent and requires immediate care and supervision
- Inflicted, non-accidental, or suspicious injury to a child under 5 years old, a child of any age with developmental vulnerabilities, or a non-mobile child of any age
- Sexual abuse allegations, and alleged perpetrator is unknown or may have access to child within the next 4 hours
- Human trafficking or female genital mutilation is suspected, and alleged perpetrator may have access within the next 4 hours
- Not applicable

**Do ANY of the following apply? If YES, proceed with a 24-hour response time. If N/A, proceed with 48-hour response time.**

- Child may require same-day medical or mental health attention, AND caretaker is unwilling/unavailable to obtain needed treatment
- Child has an injury that was inflicted OR is suspicious, unexplained, or consistent with abuse, AND caretaker who is alleged to have caused the injury is unknown or may have access to the child within the next 24 hours
- Child is alone or inadequately supervised (consider age, ability, and developmental status) and likely to be harmed or injured due to unsafe conditions within the next 24 hours
- Extreme hazardous physical environment immediately threatening to a child’s health and/or well-being given child’s developmental status and age
- Child has been or likely will be exposed to violence in the next 24 hours, AND no caretaker is demonstrating or able to demonstrate protective actions
- An infant is substance affected, and assistance with safe hospital discharge plan is required
- Not applicable

**RESPONSE TIME OVERRIDE** *(For further instruction, see SDM Manual, page 31)*

*Must provide rationale in text box below; supervisory approval required.*

- Accelerate response time to 4 hours**
  - Perpetrator is unknown or may have access to child within the next 4 hours
  - Home is suspected to be an active methamphetamine lab
  - Child’s medical or mental health condition is potentially life threatening, and immediate intervention is required
  - Law enforcement is requesting immediate response
  - Forensic considerations would be compromised
  - There is reason to believe the family may flee

Other: Provide rationale below for accelerating response time

**Accelerate response time to 24 hours:**

Perpetrator is unknown or may have access to child within the next 24 hours

**Accelerate response time by one response timeframe**

Unusual circumstances not captured by the response time criteria or overrides support a faster response time than recommended by the tool. Selecting this item requires supporting documentation in the corresponding rationale box.

**Slow response time (slow response time by one)**

A caretaker is demonstrating protective actions, OR child is in an alternate safe environment

Allegations are regarding education neglect, and no other maltreatment types are present

Child safety requires strategically slower response

Alleged incident occurred more than 6 months ago, AND no abuse or neglect is alleged to have occurred in the intervening time period

Other: Provide rationale below for slowing response time

**No override (no change to response time/type)**

**Rationale:**