

Practice Alert



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Issued by: Jessica Woodruff - PDS - Permanency Unit
Crystal Wenger - Specialist

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Revision to Quarterly Summary Requirement

With the development of the Social Service Plan - outlined in Memo CD 21-44 - Quarterly Summaries are no longer required.

The Social Service Plan shall be fully completed with the family to include all Parent/Caregiver/Guardians, supportive people chosen by the children and families, in collaboration with other service providers involved with the family, and with the involvement of resource families or residential treatment providers within 30 days of case opening. The Social Service Plan will evolve over time and will be formally updated and completed at the end of each quarter as follows: every 90 days after the last completion date or sooner, when a child(ren) or family's circumstances change, or in preparation for a court hearing. Each reassessment of the family will occur utilizing the Social Service Plan every 90 days after the last completion date through the entirety of the case, even in situations where the Parents/Caregivers/guardians are no longer involved. The Social Service plan, completed in FACES, (specifically the Progress Assessment Section) requires a worker to discuss the progress of the case, the safety of the child (including safety networks and how they are being utilized), and the parent's own situation. Updates about treatment activities such as therapy and other services should be discussed. Other things to consider documenting in the progress assessment section: FST decisions, P/C/G positive or negative behavioral changes that impact the goal or progress of the case, newly identified risk of harm/threats of danger, summary of progress towards safety goals, any new criminal/legal information, UA log, changes in paternity or child support, any reasonable efforts made toward the case goal, ICWA involvement/status, ICPC involvement/status, visitation plan/changes/progress/concerns, sibling visitation plan/changes, placement changes, family moves, etc. A child specific plan is to be developed and reassessed for each child on the case.