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jfs.ohio.gov

February 10, 2006

To: Directors, County Public Children Services Agencies
Administrators, Private Child Placing Agencies
Administrators, Private Non-custodial Agencies

From: Rick Smith, Deputy Director
Office for Children and Families

Subject: CAPMIS / SACWIS Integrated Implementation

The last several years have represented an exciting time of opportunity and change for child welfare in Ohio. With the new Statewide Automated Child Welfare Information System (SACWIS) becoming a reality, we are on the verge of accomplishing an integrated, comprehensive approach to safety and risk assessment that will be the foundation for Ohio's new state of the art information system.

State and county staff answered the challenge and established a committee to formulate recommendations regarding our safety and risk assessment approach. The department responded to the committee's recommendation and added an actuarial risk assessment tool to the proposed Family Assessment and Planning Model (FAPM), creating a new "hybrid" model identified as the Comprehensive Assessment Planning Model - Interim Solution (CAPMIS).

The development of CAPMIS, accompanied by the implementation of SACWIS, represents a historic step forward for Ohio's child welfare system. As a foundation for child protective services practice, the CAPMIS tools have been built into the newly developed SACWIS, which encompasses the full continuum of child welfare services. Policy/program changes have been made to support the implementation of both CAPMIS and SACWIS. The Office for Children and Families (OCF) has designed an integrated, streamlined approach to support this implementation.

The Integrated Roll-Out schedule for CAPMIS and SACWIS utilizes Implementation Waves to designate the order in which county PCSAs and private agencies will receive CAPMIS and SACWIS training and the roll-out of the SACWIS application to agency users. CAPMIS and SACWIS Implementation will not only be supported by comprehensive training, but will include documentation and implementation support. The following components of the Integrated CAPMIS/SACWIS implementation are addressed in more detail in this correspondence:

- 1) CAPMIS/SACWIS Integrated Roll-Out ([Narrative](#) and [Attachment A](#))

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- 2) Training Registration ([Narrative](#))
- 3) CAPMIS Administrators and Managers Overview ([Narrative](#) and [Attachment B](#))
- 4) CAPMIS Policy Training (Public Agencies - [Narrative](#) and [Attachment C](#); Private Agencies – [Narrative](#), [Attachment D](#) and [Attachment D-1](#))
- 5) SACWIS End User Training ([Narrative](#) and [Attachment A](#))
- 6) Continuing Education Units ([CEUs](#)) ([Narrative](#))

Statewide implementation has been designed so that each county can attend a CAPMIS Overview, CAPMIS Policy Training, and SACWIS end user training prior to SACWIS implementation in their county

Private agencies will receive SACWIS Training and Implementation in accordance with the same Integrated Roll-Out schedule set forth for public agencies. CAPMIS Training for private agencies will follow a slightly modified approach. A CAPMIS Overview will be presented to private agency staff at the Foster Care and Adoption Agencies' Statewide Quarterly Meeting being held on May 8, 2006 from 9:30 a.m. to 3:00 p.m. at the Ohio Department of Transportation, 1980 W. Broad St., Columbus. The Narrative, Attachment D, and Attachment D-1, provide our private agency partners with information on CAPMIS registration and current training availability.

If you have questions pertaining to the implementation of CAPMIS and/or SACWIS, please submit your inquiries to:

SACWIS@odjfs.state.oh.us

CAPMIS@odjfs.state.oh.us

The implementation of CAPMIS and SACWIS will allow key partners in the delivery of child welfare services in Ohio to further our collaborative efforts on behalf of children and families. We look forward to working with each of you.

Enclosures

c: Fred Williams, Assistant Director
OCF Bureau Chiefs
OCWTP Regional Training Center Coordinators
OCF Technical Assistance Managers
OCF Foster Care Licensing Supervisors
Larry Long, County Commissioners Assoc.
Loretta Adams, Executive Director, OJFSDA
Crystal Ward Allen, Executive Director, PCSAO
Penny M. Wyman, MA, MSW, LSW, Executive Director, OACCA
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