

**Ohio SACWIS Project**  
**CM40 Record Reunification**  
**Assessment**  
**Version 3.0**

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Prepared For:



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## Revision Log

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## 1 Description

This use case describes the process related to the reunification assessment for a child or children. The reunification assessment is a structured review to support or document a child's reunification readiness decision (from out-of-home placement), including a review of child safety, compliance with court orders, family conditions and dynamics, resources, strengths and protective capacities, child vulnerability and interventions needed.

## 2 Characteristic Information


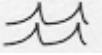
|                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name</b>                       | <b>CM40 Record Reunification Assessment (UC337)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Scope</b>                      |  Business – Case Management                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Level</b>                      |  - Primary Task                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Actor(s)</b>                   | <p>Caseworker - A generic term for an agency employee who can be assigned to tasks that are common to all caseworkers.</p> <p>Worker - This is a generic term for someone with general access to SACWIS having the capability to read and perform tasks that all employees will be able to perform.</p>                                                                                                                                                                                                                                                                                              |
| <b>Stakeholders and Interests</b> | <ol style="list-style-type: none"> <li>1. Child(ren)</li> <li>2. Family members: Parent/guardian/custodian</li> <li>3. Guardian ad litem</li> <li>4. Court appointed special advocate</li> <li>5. Child’s substitute care giver</li> <li>6. Kin/relative who is providing care for the child</li> <li>7. The pre-adoptive parent</li> <li>8. Attorney</li> <li>9. Court</li> <li>10. OWF Caseworkers</li> <li>11. Tribal - Extended family (ICWA)</li> <li>12. Probation Officer</li> <li>13. Service Providers</li> <li>14. Private Agencies (PCPA)</li> <li>15. PCSA</li> <li>16. ODJFS</li> </ol> |
| <b>Pre-conditions</b>             | The Case Record is open in OH SACWIS.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Post-conditions</b>            | The reunification assessment has been updated.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Trigger(s)</b>                 | The Caseworker requests the System add a Reunification Assessment to the Case Record.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>Requirements Addressed</b>     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

Figure 1 – Characteristic Information

## 3 Basic Flow

### 3.1 Usage Examples and Narratives

Example 1: User needs to navigate the Reunification Assessment List page.

Example 2: The Caseworker needs to create a Reunification Assessment record

Example 3: The Caseworker needs to edit a Reunification Assessment record.

Example 4: The Worker needs to view a Reunification Assessment record.

Example 5: The Caseworker needs to delete a Reunification Assessment record.

Example 6: The Caseworker needs to select a child or an adult to add to the Reunification record.

Example 7: Caseworker needs to maintain narrative information.

Example 8: Worker needs to view narrative information.

### 3.2 Main Success Scenarios

**Note: The user can alternate back and forth between the various pages contained in the Reunification Assessment record. This note pertains to scenarios 2-3.**

#### Scenario 1: Navigate Reunification Assessment List Page

1. User requests System present Reunification Assessment List page for selected Case.
2. System presents Reunification Assessment List page.
3. Caseworker optionally executes Scenario 2, 3, 4 and 5. (Each scenario can be executed multiple times). Worker optionally executes Scenario 4.

#### Scenario 2: Create Reunification Assessment Record

1. The Caseworker requests System add a Reunification Assessment record.
2. The System presents the Reunification Assessment record and defaults to the Identifying Information page.
3. The Caseworker requests the System execute Scenario 6.
4. The Caseworker enters information.
5. The Caseworker optionally requests System display Past/Present Safety page.
6. The System optionally presents Past/Present Safety page.
7. The Caseworker optionally enters information.
8. The Caseworker optionally executes Scenario 7 or 8. (Worker optionally executes Scenario 8).
9. The Caseworker optionally requests the System display the Reunification Readiness page.
10. The Caseworker optionally enters information.
11. The System optionally presents Reunification Readiness page.
12. The Caseworker optionally executes Scenario 7 or 8. (Worker optionally executes Scenario 8).
13. The Caseworker optionally requests the System display the Reunification Decision page.
14. The System optionally presents Reunification Decision page.
15. The Caseworker optionally enters information.
16. The Caseworker optionally executes Scenario 7 or 8. (Worker optionally executes Scenario 8).

17. The Caseworker optionally requests the System 'Process Approval' (See CF14-Process Approvals).
18. The Caseworker requests the System save Reunification Assessment record.
19. The System validates and saves record and returns to Reunification Assessment List page.

### **Scenario 3: Edit Reunification Assessment Record**

1. The Caseworker requests the System 'Edit' the selected Reunification Assessment record.
2. The System presents the selected Reunification Assessment record defaulting to Identifying Information page in edit mode.
3. Repeat Steps 3-19 from Scenario 2.

### **Scenario 4: View Reunification Assessment Record**

1. The Worker requests System view a Reunification Assessment record.
2. The System presents the Reunification Assessment record defaulting to the Identifying Information page in view mode.
3. The Worker views information.
4. The Worker optionally requests the System display the Past/Present Safety page.
5. The System optionally presents the Past/Present Safety page.
6. The Worker optionally views information.
7. The Worker optionally executes Scenario 8.
8. The Worker optionally requests the System present the Reunification Readiness page.
9. The System optionally presents Reunification Readiness page.
10. The Worker optionally views information.
11. The Worker optionally executes Scenario 8.
12. The Worker optionally requests the System present the Reunification Decision page.
13. The System optionally presents Reunification Decision page.
14. The Worker optionally views information.
15. The Worker optionally requests System view Approval History (See CF14-Process Approvals).
16. The Worker requests the System close Reunification Assessment record.
17. The System closes record and returns to Reunification Assessment List page.

### **Scenario 5: Delete Reunification Assessment Record**

1. Caseworker requests System 'Delete' selected Reunification Assessment record.
2. System asks user "Are you sure you want to delete this Reunification Assessment record, OK or Cancel?"
3. Caseworker selects 'OK'.
4. System removes record from the Reunification Assessment list.

### **Scenario 6: Add Child/Adult Information**

1. Caseworker requests System 'Add' Child or 'Add' Adult to the Reunification Record.
2. System presents Members page of the Case Record.
3. Caseworker selects information.

4. Caseworker requests System return information to Reunification Record.
5. System verifies and accepts information; returns to Reunification Record.

**Scenario 7: Maintain Narrative Information**

1. Caseworker requests System present Narrative Information.
2. System presents Narrative Entry page.
3. Caseworker enters information.
4. Caseworker requests System save information.
5. System validates and accepts information; returns to topic page.

**Scenario 8: View Narrative Information**

1. Worker requests System 'View' selected Narrative record.
2. System presents Narrative Entry page.
3. Worker views information.
4. Worker requests System close the page.
5. System closes the page and returns to topic page.

## 4 Alternate Flows

### **2a-3a AF Condition 1.**

*18a.1 Caseworker requests System apply information.*

*19a.1 System validates and applies information and does not close page.*

### **2b-3b AF Condition 2.**

*18b.1 Caseworker requests System 'Cancel' information.*

*19b.1 System cancels information and returns to Reunification Assessment list page.*

### **2c-3c AF Condition 3.**

*19c.1 The system presents a data validation error message alerting the Caseworker that specific fields were entered incorrectly. Caseworker can return to area needing correction.*

### **5a AF Condition 1.**

*3a.1 Caseworker selects 'Cancel'.*

*4a.1 System does not delete record.*

### **6a AF Condition 1.**

*4a.1 Caseworker requests System cancel information.*

*5a.1 System cancels information and returns Identifying Information page.*

### **6b AF Condition 2.**

*5b.1 The system presents a data validation error message alerting the Caseworker that the selected case participant has already been returned to the Reunification Record. Please deselect the case participant.*

### **7a AF Condition 1.**

*4a.1 Caseworker requests System cancel information.*

*5a.1 System cancels information and returns Identifying Information page.*

### **7b AF Condition 2.**

*5b.1 The system presents a data validation error message alerting the Caseworker that specific fields were entered incorrectly. Caseworker can return to area needing correction.*

## 5 Important and Required Fields

| MSS or AF Step | Fields                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| MSS2 Step 2    | <p><b><u>Identifying Information Page</u></b><br/> <b>Children being considered for reunification</b><br/>                     A list of children being selected for consideration for reunification<br/> <b>Reunification is being considered with the following individual(s):</b><br/>                     A list of adults to which reunification is being considered<br/> <b>What were the original safety issues that resulted in child placement?</b><br/>                     Narrative topic related to reunification assessment process</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| MSS2 Step 6    | <p><b><u>Past/Present Safety Page</u></b><br/> <b>Have the original safety issues been altered or reduced to a sufficient level whereby control within the family is probable?</b><br/>                     Narrative topic related to reunification assessment process<br/> <b>Were there other safety issues identified after the child(ren) came into placement that necessitated or contributed to the continuation of placement?</b><br/>                     Narrative topic related to reunification assessment process<br/> <b>Have the safety issues identified in the previous field been resolved or reduced sufficiently whereby control within the family is probable?</b><br/>                     Narrative topic related to reunification assessment process<br/> <b>Are parent/guardian/custodian(s) in compliance with court orders?</b><br/>                     Narrative topic related to reunification assessment process</p>                                                                                                                                                                                                                                                                                     |
| MSS1 Step 11   | <p><b><u>Reunification Readiness Page</u></b><br/> <b>Does the child(ren) demonstrate an acceptance of the reunification plan?</b><br/>                     Narrative topic related to reunification assessment process<br/> <b>Does the parent/guardian/custodian demonstrate an acceptance of the reunification plan?</b><br/>                     Narrative topic related to reunification assessment process<br/> <b>Does the parent/guardian/custodian have the capacity to provide for the child(ren)'s basic needs (e.g., food, clothing, shelter, medical care)?</b><br/>                     Narrative topic related to reunification assessment process<br/> <b>During visits, has the parent/guardian/custodian demonstrated an ability to meet the child's needs for safety in a manner that suggests safety threats are not expected to emerge by the child(ren)'s presences within the family?</b><br/>                     Narrative topic related to reunification assessment process<br/> <b>Are there any issues or concerns related to other children or adults in the family which may impact the child(ren)'s return?</b><br/>                     Narrative topic related to reunification assessment process</p> |
| MSS1 Step 16   | <p><b><u>Reunification Decision Page</u></b><br/> <b>Describe how family dynamics may change when the child(ren) returns.</b><br/>                     Narrative topic related to reunification assessment process<br/> <b>Is Reunification Recommended</b><br/>                     Yes or No response to the recommendation for reunification between the child and the caretaker(s)<br/> <b>Please Explain</b><br/>                     Narrative topic related to reunification assessment process</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

|  |                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p><b>Are interventions needed to support the child(ren)'s reunification?</b><br/>Yes or No response to the need for interventions in supporting the child's reunification with the caretaker(s)</p> <p><b>Please Explain</b><br/>Narrative topic related to reunification assessment process</p> <p><b>Signatures Captures?</b><br/>Yes or No response indicating whether or not assessment participants signatures were captured</p> |
|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Figure 2 - Important Fields**

## **6 Special Requirements**

### **6.1.1 Edit and Deletion Rule**

Only an In Progress Reunification Assessment record can be edited or deleted.

### **6.1.2 Yes/No Topics**

The System will produce individual Yes/No Topics based on the number of participants identified on the Identifying Information page.

## **7 Notes, Background Information, User Interface Ideas**