



Ohio SACWIS Project

**Use Case IV13 Record Case and
Report Dispositions (UC77)**

Version 2.1

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Revision Log

Version	Date	A/D/C (Add, Delete, Change)	Author	Document Section #	Description
1.0	09/20/2004		KV Murali		Initial version
1.1	9/21/04		T Bendert		Revisions during session
1.2	10/04/04		KV Murali		Updated
1.2	10/13/04		KV Murali		Updated – format changes.
1.3	10/21/04		T Bendert		Updated during RRD session
2.0	10/26/04		T Bendert		RRD Final version
2.1	04/04/05		S Drummond		JAD Prep

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1 Description

This use case describes the steps by which a worker records the case disposition of one or more Child Abuse and Neglect reports and the corresponding “Report dispositions” of associated report members of each report.

Terminology Key

Report Disposition: is recorded for all ACVs and APs for each allegation for the following Intakes: Intake Category CA/N report, all types; Family In Need of Services type Stranger Danger only. For the ACV, the report disposition indicates whether the alleged child victim was found to be abused or neglected. For the AP, the report disposition indicates whether or not the alleged perpetrator was responsible for the abuse or neglect.

Case Disposition: is system calculated and is equal to the highest (i.e., most severe) report disposition.

2 Characteristic Information

Name	IV13 Record Case and Report Dispositions (UC77)
Actor(s)	Worker, Supervisor
Stakeholders and Interests	<ol style="list-style-type: none"> 1. PCSA 2. Report Members 3. ODJFS
Pre-conditions	An Intake Category CA/N (all types) or Family In Need of Services, type Stranger Danger is assigned to a case in SACWIS and the intake is ready for disposition.
Post-conditions	Case and report dispositions for the intake are recorded.
Trigger(s)	N/A
Requirements Addressed	70, 171, 185, 186, 187

Figure 1 - IV13 Record Case and Report Dispositions (UC77)

3 Basic Flow

3.1 Usage Examples and Narratives

Scenario 1: Record a new case and report disposition of a CA/N report

E.g. 1. Worker is ready to record the disposition for an Intake.

3.2 Main Success Scenarios

Scenario 1: Record a Disposition for an Intake - Category: CA/N Report (all types) or Family In Need of Services, Stranger Danger

1. The Worker selects a case to record the disposition
2. *The system displays the list of intakes requiring a disposition. Worker selects the intake from the list.
3. System presents intake details including intake category and type.
4. For each allegation contained in the selected intake the system provides the choices of disposition. Worker selects one report disposition by allegation for each identified alleged child victim and alleged perpetrator.
5. Worker records (if applicable) the responses for additional questions presented by type of assessment/investigation and type of allegation.
6. System determines the Case disposition based on the highest (i.e., most severe) report dispositions contained in the Intake.
7. Worker records family/out of home care characteristics.
8. Worker indicates services planned and/or provided during the assessment/investigation.
9. Worker selects the Primary Maltreatment Type.
10. Worker selects the Secondary Maltreatment Type.
11. Worker selects the Severity of Maltreatment.

Alternative Flow for Scenario 1.

- 2a *Worker in completing a Family Assessment, Specialized A/I tool, or an Ongoing A/I tool and needs to record the disposition.*
- 2a.1 System provides a link to record a disposition from the Family Assessment, Specialized Assessment/Investigation tool, or the Ongoing Assessment/Investigation tool. Worker selects the link to record the disposition.
 - 2a.2 System provides a list of intakes associated with the tool requiring a disposition. Worker selects the intake from the list
 - 2a.3 Continue with step 3.

Scenario 2: Update a Disposition for an Intake

4 Important and Required Fields

MSS or AF Step	Fields
	<p>Physical Abuse</p> <ul style="list-style-type: none"> ? For dispositions of Substantiated, Indicated, or Unsubstantiated the system will enable the following: <ul style="list-style-type: none"> ○ ☒ Exhibits evidence of any physical injury or death inflicted other than by accidental means or an injury or death which is at variance with the history given ○ ☒ Because of acts of his parents, guardian or custodian suffers physical injury which harms or threatens to harm the child's health or welfare <p>Sexual Abuse</p> <ul style="list-style-type: none"> ? For dispositions of Substantiated, Indicated, or Unsubstantiated the system will enable the following: <ul style="list-style-type: none"> ○ ☒ Is the victim of "sexual activity" as defined under the chapter 2907 of the ORC <p>Emotional Maltreatment</p> <ul style="list-style-type: none"> ? For dispositions of Substantiated, Indicated, or Unsubstantiated the system will enable the following: <ul style="list-style-type: none"> ○ ☒ Exhibits evidence of any mental injury inflicted other than by accidental means or because of acts of his parents, guardian or custodian suffers mental injury which harms or threatens to harm the child's health or welfare. <p>Neglect (ORC 2151.03)</p> <ul style="list-style-type: none"> ? For dispositions of Substantiated, Indicated, or Unsubstantiated the system will enable the following: <ul style="list-style-type: none"> ○ ☒ Lacks Parental Care ○ ☒ Is Abandoned ○ ☒ Refuses to provide the special care made necessary by the child's mental condition

	<ul style="list-style-type: none"> ○ ☒ Refuses to provide proper or necessary subsistence, education, medical or surgical care or treatment other care necessary for the child's health, morals or well being ○ ☒ Because of omission of the child's parents, guardian or custodian, suffers physical or mental injury that harms or threatens to harm the child's health or welfare.
	<p>Case Disposition : (system generated from the report disposition)</p> <p>? Substantiated;</p> <p>? Indicated;</p> <p>? Unsubstantiated;</p> <p>? Cannot Locate</p> <p>? Family moved-referred to appropriate PCSA</p>
	<p>Case Disposition (system generated from date of report disposition)</p> <p>? Date</p> <p>? Time</p>
	<p>Report Disposition : (for each allegation by alleged child victim and alleged perpetrator)</p> <p>? Substantiated;</p> <p>? Indicated;</p> <p>? Unsubstantiated;</p> <p>? Cannot Locate</p> <p>? Family moved-referred to appropriate PCSA</p> <p>? Date and time</p>
	<p>Family / Out-of-Home Characteristics</p> <p>The stress factors present in the home, or the probable causal factors in an out-of-home setting determined during the assessment/investigation.</p> <p>Substance Abuse</p> <p>Other Family Violence</p> <p>Medical/Physical Disability of Caretaker</p> <p>Medical/Physical Disability of Child</p> <p>Mental Retardation of Caretaker</p> <p>Mental Retardation of Child</p> <p>Mental/Emotional Problem of Caretaker</p> <p>Mental/Emotional Problem of Child</p> <p>Economic Difficulties</p> <p>Illness/Death of a Family Member</p> <p>Single Head of Household</p>

	<p>Caretaker was an Abused Child Physical Living Conditions Staff Absenteeism Staff Patterns/Hours Lack of Training of Staff Lack of Supervision Lack of Policy/Procedure Improper Storage or Dissemination of Medication TANF Sanction TANF Benefit Ineligible</p>
	<p>Primary Maltreatment Type Indicates the most prevalent or most severe type of injury or condition identified for the child victim at the time of disposition.</p> <ul style="list-style-type: none"> Brain Damage/Skull Fracture Subdural Hematoma/Hemorrhage Bone Fracture Dislocation /Sprain Internal Injuries Poisoning Forced to Swallow Foreign Substance Burns/Scalds Severe Lacerations/Bruises/Welts Minor Cuts/Bruises Twisting/Shaking Hair Pulling Other Physical Injury Mental Injury Incest Non-Related Sexual Intercourse Sexual Exploitation Sexual Fondling Other Sexual Maltreatment Inadequate Nourishment Inadequate Shelter Inadequate Clothing Inadequate Health Care Inadequate Supervision Locked In/Out Educational Neglect Dirty/Unsafe Environment Lack of Utilities Medication Improperly Disseminated Withholding Treatment Withholding Hydration

	<p>Withholding Nutrition Withholding Medication Non-Organic Failure to Thrive Abandonment Not Applicable</p>
	<p>Secondary Maltreatment Type</p> <p>Indicates the injury or condition for each child victim which is less prevalent or less severe than the primary maltreatment type.</p> <p>Brain Damage/Skull Fracture Subdural Hematoma/Hemorrhage Bone Fracture Dislocation /Sprain Internal Injuries Poisoning Forced to Swallow Foreign Substance Burns/Scalds Severe Lacerations/Bruises/Welts Minor Cuts/Bruises Twisting/Shaking Hair Pulling Other Physical Injury Mental Injury Incest Non-Related Sexual Intercourse Sexual Exploitation Sexual Fondling Other Sexual Maltreatment Inadequate Nourishment Inadequate Shelter Inadequate Clothing Inadequate Health Care Inadequate Supervision Locked In/Out Educational Neglect Dirty/Unsafe Environment Lack of Utilities Medication Improperly Disseminated Withholding Treatment Withholding Hydration Withholding Nutrition Withholding Medication Non-Organic Failure to Thrive Abandonment Not Applicable</p>

	<p>Severity of Maltreatment Indicates the degree of maltreatment found for each child victim.</p> <ul style="list-style-type: none"> No Therapeutic Treatment Provided Treated and Released Hospitalized Child Deceased Not Applicable
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Figure 2 - Important Fields

5 Special Requirements

Turning off ticklers: Whenever a case disposition of an Intake is completed by the worker/supervisor the corresponding ticklers associated with that intake for disposition timelines have to be turned off. There can be multiple allegations per intake, the worker must disposition all associated allegations prior to the tickler being turned off.

Business Rules:

1. Assessment/Investigations should be completed within 30 days or 45 days with justification approved by agency/director or designee.
2. Within 2 working days (48 calendar hours), the alleged perpetrator, ACV, caretaker/parent should be notified of the disposition in writing as well as the agency's grievance procedure; and assigned staff should advise the family of the case disposition, report disposition, and next steps.

6 Notes, Background Information, User Interface Ideas

Requirements allocated to this common use case	
	<u>Primary Responsibility</u>
RFP70	<p><i>Original Wording:</i> The system must provide for the input maintenance and query of the decision resulting from the investigation.</p> <p><i>Reviewed:</i> No Change</p>
RFP171	<p>Case resolution/disposition (<i>Secondary Team 2</i>) (<i>Data Requirement</i>)</p> <p><i>Revised:</i> Report Disposition</p> <p>10/21/04: Reworded: Case disposition</p>
RFP185	<p><i>Original Wording:</i> Assessment/Investigation initiated and concluded date/time (<i>Data Requirement</i>)</p>

	<u>Reviewed:</u>
RFP186	<u>Original Wording:</u> Investigation disposition (<i>Data Requirement</i>) <u>Revised 8/4/04:</u> Case Determination
RFP187 Duplicate to 171	<u>Original Wording:</u> Case resolution/disposition (<i>Secondary Team 2</i>) (<i>Data Requirement</i>) <u>Revised 8/3/04:</u> Report Disposition 10/21/04: Reworded: Case disposition