







TOC	S#	New Slides (Published 11/2024)	
Title	1	Unit 8 Section 1 Team Decision Making Policies New Family Service Worker Training	
Welcome	2	Welcome back to online training! This portion covers policies that direct initial child maltreatment interventions and investigations. This lesson examines interventions from the least intrusive to the most intrusive interventions that assure child safety. The unit focuses heavily on policy. The classroom training provides an opportunity to practice some skills needed to successfully implement the policy.	Welcome back. How are you doing? Hopefully you took a break, walked around, and shook the cobwebs out of your head.
Introduction	3	Let's look at another program that occurs during some traditional investigations. That program is called Team Decision Making or TDM. TDM is an evidence-informed program. Countries, states, counties, and cities that use this approach see great improvements in the desired outcomes for children in the child welfare system: safety, permanency, and well-being. On the following slide, click on each number to get important TDM information.	
TDM	4	**Numbers 1 – 18 displayed on the screen**	
Policy II-G	5	1. The policy number for Team Decision Making (TDM) is II-G. Try using the keyword search in the online DCFS Policy & Procedure Manual to find and view this policy.	
TDM Triggers	6	2. A TDM meeting is usually held due to one of the following scenarios: If a safety threat has been identified. If a court action was sought, such as a 30-day petition. If a judge orders a 72-hour hold. Or due to an adoption / guardianship disruption. Every county has specific triggers, so check with your supervisor.	2. A TDM meeting is usually held when an immediate safety plan is put into place OR when a Garrett's Law referral is made to the Hotline. Every county has specific triggers, so check with your supervisor.
Who's Invited?	7	3. People that must be present at the TDM meeting: • DCFS Facilitator. • Biological parents or other person responsible for the children's care (if applicable). • FSW who put the plan in place.	
TDM Timeframe	8	4. A TDM must occur within three business days if: An immediate safety plan is put in place (i.e. safety threat identified). If a court action was sought, such as a 30-day petition. If a judge orders a 72-hour hold. Or due to an adoption / guardianship disruption. Note: Keep in mind that the rules for your county may vary.	4. A TDM must occur within three business days if: • An immediate safety plan is put in place. • A Garrett's Law referral is accepted by the Hotline. Note: Keep in mind that the rules for your county may vary.


FSW Supervisor	9	5. The FSW Supervisor who approved the immediate safety plan must attend the TDM, either in person or by phone, unless there is an emergency.	5. The FSW Supervisor who approved the protection plan must attend the TDM, either in person or by phone, unless there is an emergency.
The Experts	10	6. The biological parents (or other caregiver, if applicable) and the children are recognized as experts on the family's strengths and needs.	
The Network	11	7. The family can (and are encouraged to) invite people to the meeting who are not family. The family can invite extended family members, kin, their social network, ministers or other community support persons to the meeting.	
Division Determination	12	8. The Division has the final authority to make decisions about the placement of the children. If the Division and the family cannot arrive at consensus on safety and placement, the Division has the legal responsibility to make the determination.	
Garrett's Law	13	9. IMPORTANT REMINDER: TDMs held due to a Garrett's Law report to the Hotline are no longer in effect for the Division. However, if a Garrett's Law report is received, the home should be assessed for safety, and upon determination, if there is no safety threat, a TDM meeting should not be held.	9. A Garrett's Law referral requires a TDM meeting even if there was no safety plan put in place.
Determine	14	10. During a TDM, a decision must always be made to determine if the child can safely remain in the home.	
What Happens?	15	11. During the TDM meeting the group: • Reviews and may amend the immediate safety plan. • Identifies any additional services the family may need to strengthen its ability to keep the children safe. • Assesses any risk factors.	
Safety Check In	16	12. In TDM, there is a safety check-in meeting with the caregivers and children who are going to attend the TDM Meeting. Although this may differ in your county, according to policy the FSW Supervisor who approved the immediate safety plan or the supervisor of the primary FSW investigator on a Garrett's Law assigns someone to conduct this meeting.	
FSW Responsibilities	17	13. During the TDM meeting, the FSW who initiated the protection plan or is primary on a Garrett's Law referral does all of the following: • Reviews and describes the established protection plan immediate safety plan , if applicable. • Identifies safety factors/threats in the home. • Describes the family's strengths that can be used as protective factors in addressing the specific harm or danger to the child.	
CFS-355	18	14. The DCFS Facilitator will complete the CFS-355 - Team Decision Making Summary Report.	
Debriefing	19	15. A meeting or conference call between the FSW, the Facilitator, and the FSW Supervisor to debrief the TDM meeting is referred to as the TDM follow-up in policy/procedures.	
Monitoring the Plan	20	16. The FSW who put the immediate safety plan in place will monitor the plan and any other elements determined during the TDM until the investigation is complete.	


	Secondary FSW	21	<p>17. The parents live in Lonoke, but the baby was born at Baptist hospital in Pulaski County. The baby tested positive for an illegal substance.</p> <p>Since the mom and baby are still at the hospital, an FSW in Pulaski county will be responsible for initiating the investigation if a safety threat is identified.</p> <p>This FSW will be considered secondary on the investigation.</p>	
	Home Visit	22	<p>18. The parents live in Lonoke, but the baby was born at Baptist hospital in Pulaski County. The baby tested positive for an illegal substance. The mom and baby are still at the hospital. The FSW in Lonoke must make a home visit before the TDM is scheduled to determine if there is a safety threat identified in the home before the baby is discharged.</p> <p>Since the home visit is conducted before the TDM meeting occurs and prior to the infant's discharge from the hospital, then that home visit will meet the requirement for both.</p>	
	TDM Goals	23	<p>Team Decision Making meetings assist staff when they are establishing networks of support for children and the adults who care for them. The consistent and effective use of TDM promotes family engagement and develops collaborative plans to keep children safe.</p>	
	Knowledge Check	24	<p>True/False. A TDM must occur on if a safety threat is identified in the home.</p> <p>A. True B. False</p>	<p>True/False. A TDM must occur on any Garrett's Law referral, regardless of whether the child is left in the home or removed.</p> <p>— A. True B. False</p>
	Congratulations	25	<p>Congratulations!</p> <p>You have completed Unit 8 Section 2.</p> <p>Click [Exit Activity] at the top of the page to exit the training.</p>	

TOC	S#	New Slides (Published 11/2024)
Title	1	Unit 8 Section 2 Investigation Policy New Family Service Worker Training
Welcome Back!	2	Welcome back! Let's do a quick check-in. You've been on the job awhile now. How confident are you that you have the KNOWLEDGE you need to do your job? Roll over each scale and then click on the one that best matches your confidence level.
Ability & Skill	3	The last question asked you to rank your confidence in your knowledge. This question is related but just a little different. How confident are you in your ABILITY/SKILL to find policy answers to your questions?
Short Answer	4	Short Answer What's one skill you would like to practice in the investigation training?
Good Practice	5	We always try to implement policy in a Good Practice Framework.
DCFS Policy	6	You have already covered many of the policy and procedure requirements for the beginning of an investigation. Let's connect back to those requirements and then tackle what's left. If you are uncomfortable toggling between tabs during policy training, open your policy on your phone or tablet. Here is the link to the policy manual.
DCFS Policy	7	You don't need to memorize policy; you need to be able to use it to find answers and to guide your work. However, some of it you use so often that it becomes second nature. If you do investigations all the time, the questions on the review may already fall into that category.



	Procedure II-D2	8	<p>PROCEDURE II-D2: Preparation for Investigation Initiation</p> <p>The FSW will:</p> <p>A. Conduct a Division Information Management System CHRIS history search prior to initiation of investigation unless the report is received after hours or during the weekend or a holiday.</p> <p>B. Attempt to contact the reporter to gain additional information regarding the allegation prior to initiation unless the report is received after hours (inability to reach the reporter shall not prevent the investigator from initiating the investigation).</p> <p>As of 8/1/23, ACT 727 prohibits the Child Abuse Hotline from accepting an anonymous report and any faxed reports. With this new change, the reporter's name should be listed in your case.</p> <p>C. Make immediate telephone notification to the Prosecuting Attorney and law enforcement on Priority I reports..</p>
	Knowledge Check	9	What are three policy requirements that impact the preparation for initiating an investigation?
	The Process	10	<p>You've done your prep work and initiated the investigation. Let's look at more things that occur early on in the process:</p> <ul style="list-style-type: none"> • Who to Interview • Forms & Publications • Notice • Assessing Safety
	Handout 8.3.1	11	<p>Handout 8.3.1 features the Jackson family in an investigation scenario. Print Handout 8.3.</p> <p>The next few slides pose a series of policy/procedure questions about this family.</p> <p>Note: Have the DCFS Policy & Procedure Manual open on your mobile device or computer. [1]</p>
	Knowledge Check	12	<p>Who to interview:</p> <p>You have seen the alleged child victims. Since this is a neglect case, do you need to interview Lilly (age 6)?</p> <p>A. Yes B. No</p>




	Knowledge Check	13	<p>Lilly must be interviewed in order to consider the investigation initiated and because she is a child living in the household.</p> <p>The Procedures that set out this requirement are: (Click all that apply)</p> <p>A. II-D2 B. II-D3 C. II-D4 D. II-D5</p>
	Knowledge Check	14	<p>Who to interview:</p> <p>Do you need to attempt to interview Marcus (age 3)?</p> <p>A. Yes B. No</p>
	Knowledge Check	15	<p>You must interview or make an attempt to locate and interview Sarah Jackson. Why?</p> <p>A. She is the mother. B. She is the alleged offender. C. Both A & B</p>
	Recap Interviews	16	<p>Let's recap interviews.</p> <p>You MUST interview:</p> <ul style="list-style-type: none"> • Reporter • Alleged victim • Caregivers • Parents, both custodial and non-custodial • Alleged offender • Any siblings of the victim or other children under the care of the alleged offender
	Recap Interviews	17	<p>You must also interview:</p> <ul style="list-style-type: none"> • Current or past healthcare providers when the allegation of child maltreatment was reported by a healthcare provider; • Any other relevant collaterals (includes all other persons who have significant in-home contact with the child, even those who may not actually live there but have a familial or intimate relationship with any person in the home)






	Assessing Child Safety	18	<p>Let's move on to assessing child safety.</p> <p>We have identified the people who must be interviewed based on the information in the scenario.</p> <p>Remember, in the course of these interviews, you may find out about other people who have information about the family.</p> <p>The information from the interviews helps you determine child safety.</p> <p>Let's look at other factors to consider when determining whether the children are safe.</p>
	Knowledge Check	19	<p>What procedure sets out the requirement to conduct a home visit to assess the safety of the environment?</p> <p>A) II-D4 B) II-D5 C) II-D6 D) II-D7</p>
	Jackson Family	20	<p>In the Jackson family scenario, removal from the home was the only way to assure safety of the children because:</p> <ul style="list-style-type: none"> • Physical living conditions are hazardous and immediately threatening to the child's health and/or safety. (safety threat 7) The children were vulnerable due to their ages and the inability to protect themselves. • The length of time they were left unsupervised (safety threat 8). • Potentially mother's substance misuse (safety threat 8). • Unable to document safety planning capacities because there were no caregivers present who could enter into an immediate safety plan.
	Safety & Risk	21	<p>While we can't cover every contingency in training, let's take a minute and consider safety planning in more detail.</p> <p>As we have noted before, an immediate safety plan is one of the two options you have available if a current safety threat is identified at any time during an investigation.</p> <p>Note: A list of the current safety threats is located in the AR Safety and Risk SDM Manual under Section 2 of the SDM Safety Assessment.</p>
	Immediate Safety Plan	22	<p>What is an immediate safety plan?</p> <p>An immediate safety plan is a short-term, detailed, behavior-based plan.</p> <p>The plan includes actionable steps for the family and their support network to take in response to specific dangers.</p>





	Immediate Safety Plan	23	<p>The immediate safety plan</p> <p>If an immediate safety plan can be developed with the caregivers, the worker must document the plan and action steps in the immediate safety plan.</p> <p>The worker must also select the appropriate safety interventions and safety decisions.</p> <p>If the children can remain in the home safely with an immediate safety plan, the safety decisions is “Safe with an immediate safety plan.”</p>
	Protective Capacities	24	<p>“Safe with a plan...”</p> <p>When a safety decision of “safe with a plan” is reached, this means that the child can only safely remain in the home if there is a plan in place.</p> <p>Building off the identified protective capacities and the safety interventions checked on the safety assessment, the worker must now engage the family in creating a plan that ensures the child’s safety while allowing the child to remain in the home.</p>
	Immediate Safety Plan	25	<p>All immediate safety plans have the following elements in common:</p> <ol style="list-style-type: none"> 1. An agreed-upon document from the family. 2. A list of the identified safety threats. 3. A description of the conditions in simple, family-friendly language, using the worry statement format. 4. A description of who will do what, and by when. Remember, the activities are not meant to resolve an underlying problem, but simply to control the safety threat now. 5. A description of how you will know if each part of the plan is working. 6. Signatures.
	ISP Handout	26	<p>Immediate Safety Plan</p> <p>A copy of the immediate safety plan should be uploaded to the case file and another copy needs to be left for the family.</p> <p>Click the button below to open a copy of the immediate safety plan template. [2]</p>
	Knowledge Check	27	<p>Which answer is an example of an intervention in an immediate safety plan?</p> <p>If there is no food in the house, a proper safety intervention would be:</p> <p>A) Caregiver getting their GED in order to get a better job B) Going to the food bank tonight to obtain food C) None of the above</p>

	Timelines	28	<p>Timelines</p> <p>A review of the effectiveness of the initial safety plan must happen within 72 hours.</p> <p>At 14 days, there is a formal reassessment of the Immediate Safety Plan.</p> <p>If the plan has not resolved the current safety threats within 30 days, the Division will file a petition for dependency neglect. This makes the case a court-ordered protective service case.</p>
	Handout 8.3.3	29	<p>Review the SDM Safety Assessment Policy & Procedure Manual for more information.</p> <p>Then, print the immediate safety plan work aid.</p> <p>This aid is a summary of required actions and time frames for immediate safety plans.</p> <p>Handout 8.3.3 Immediate Safety Plan Work Aid</p>
	Investigation Requirements	30	<p>Investigation Requirements</p> <p>Next we're going to look at the required work to complete an investigation. This involves:</p> <ul style="list-style-type: none"> • Completing the Risk Assessment • Making an investigative determination • Deciding on whether to open a case (and if so, what kind of case)
	Risk Assessment	31	<p>The Risk Assessment</p> <p>The purpose of the risk assessment is to classify the likelihood of future child protection system involvement within the caregiver's household.</p> <p>The risk assessment can also inform staff on how worried they should be about the household during the investigation.</p> <p>This assessment identifies families that have a very high, high, moderate, or low likelihood of future system involvement within the next 12-18 months.</p>
	Risk Assessment	32	<p>The Risk Assessment</p> <p>When the risk is clearly defined, the choice of which families to serve when resources are limited is simplified.</p> <p>The agency's resources should be provided to higher-risk families because of the greater potential to reduce subsequent involvement.</p>

	Risk Assessment	33	<p>The Risk Assessment</p> <p>Risk assessments are completed on all new investigations and DR referrals, including new investigations of families with an open case.</p> <p>“When do you complete the Risk Assessment?”</p> <p>Complete the risk assessment as soon as you have enough information to do so, but no later than the conclusion of the investigation and prior to any decision to open or not open a case.</p>
	Knowledge Check	34	<p>Now, let’s look at documentation time frames.</p> <p>When must interviews be documented in the Division Information Management System CHRIS?</p> <p>A) At the time the case determination is entered B) Within 24 hours of the interview C) Within 48 hours of the interview D) Within 72 hours of the interview</p>
	Safety Assessment	35	<p>The Safety Assessment</p> <p>Let’s say you completed a safety assessment (and removed the children).</p> <p>“When do you have to enter the safety assessment into the data management system?”</p> <p>The safety assessment must be documented in the division’s information management system by the workers completing the assessment within two business days of face-to-face interviews with alleged victim children and/or caregivers OR after implementing an immediate safety plan.</p>
	Knowledge Check	36	<p>When do you have to enter the Immediate Safety Plan into the DCS?</p> <p>A) One working day B) Two working days C) Three working days</p>
	Safety Assessment	37	<p>The Safety Assessment</p> <p>When documenting the immediate safety plan, the CFS-200 form must be used and a copy left with the family.</p> <p>Workers can take a photo of the paper form that gets left with the family and upload it into Edoctus and text or email a copy to all signing parties.</p> <p>The information must be typed into the automated SDM assessment platform fields (DCS) and the Division Information Management System CHRIS contact screen to become a part of the case record.</p>

	Investigation Pathway	38	<p>We have looked at policies that come into play at the beginning of an investigation.</p> <p>After that, an investigation might go several different directions, depending on what you find out in those early interviews and contacts.</p>
	Child Maltreatment Act	39	<p>Let's take a look at initial notices.</p> <p>The Child Maltreatment Act requires notifications at the beginning and end of investigations.</p> <p>In addition, there may be other forms, publications, or notifications in the middle, depending on the specific situation.</p>
	Notice of Allegations	40	<p>Notice of Allegations and Notice of Determination Findings on investigations are complicated.</p> <p>Notification of allegations can be as simple as notifying one person or as complicated as notifying 19 individuals or entities depending on the circumstances of the report.</p>
	Notice for Determinations	41	<p>Let's look at notice of allegations because these notices are the investigator's responsibility.</p> <p>Note: Notices for Determinations are issued by the Release of Information/Notification unit in Central Office.</p>
	Knowledge Check	42	<p>What PROCEDURE addresses the specifics about who receives notice of allegations of maltreatment?</p> <p>A) PROCEDURE II-D4 B) PROCEDURE II-D3 C) PROCEDURE XIV-A1 D) PROCEDURE II-D2</p>
	Knowledge Check	43	<p>Some of the 19 options for notifications are listed below. Based on what you know about the Jackson scenario, drag the notices that you must make onto the bulletin board.</p> <ul style="list-style-type: none"> • Prosecuting Attorney • Sarah Jackson • Court Appointed Special Advocate (CASA) • Bettye Johnson • Resource Home (Foster Home) Provider • Lilly's School
	Knowledge Check	44	<p>Now that you have identified who you notify, roll over the sticky note to see what form you use for Sarah Jackson and Lilly's School.</p> <ul style="list-style-type: none"> • Prosecuting Attorney • Sarah Jackson • Court Appointed Special Advocate (CASA) • Bettye Johnson • Resource Home (Foster Home) Provider • Lilly's School

	Knowledge Check	45	<p>Just an FYI – the school receives notification because the children came into care on a 72-hour protective hold.</p> <ul style="list-style-type: none"> • Prosecuting Attorney • Sarah Jackson • Court Appointed Special Advocate (CASA) • Bettye Johnson - Resource Home (Foster Home) Provider - Lilly's School
	Knowledge Check	46	<p>While it is not a notification, policy requires you give mother a DCFS publication the first time she and you have contact. That publication is:</p> <p>A) PUB – 52 B) PUB – 04 C) PUB – 30</p>
	Knowledge Check	47	<p>My answer is supported by Procedure _____.</p> <p>A) II-D4 B) II-D7 C) II-D8 D) XIV-A</p>
	Knowledge Check	48	<p>When you take protective custody, what form must you give the mother (in addition to the notification of alleged maltreatment form)?</p> <p>CFS _____ (323)</p>
	Contacting OCC	49	<p>Policy requires that you notify OCC immediately when you take protective custody. Here is a place where you might want to find out what your OCC attorney prefers. You took the hold at 1:00am on Friday, March 17, 2017.</p> <p>Does your attorney want you to call then, or do they prefer that you wait until later in the day?</p>
	Contacting OCC	50	<p>The preferred practice on notifications of holds that take place when the attorney is likely to be in bed will vary.</p> <p>However, a good rule of practice for those attorneys who do not want to be called late at night or in the wee hours of the morning would be to notify them no later than 8:00 am the next day.</p> <p>So in the training scenario, you would notify the OCC attorney no later than 8:00 am on Friday, March 17, 2017.</p>
	Knowledge Check	51	<p>Regardless of when you make the call you need to have the affidavit ready on Monday, March _____, 2017 [20]</p>

	Knowledge Check	52	<p>When do you have to enter the Immediate Safety Plan into the data collection system (DCS) (excluding weekends and holidays)?</p> <p>A) One working day B) Two working days C) Three working days D) 30 days</p>
	Knowledge Check	53	<p>We have covered the interviews, safety planning, the initial notifications, and documentation time frames. What's next?</p> <p>Procedure II-D3 requires a supervisory conference within a certain time frame after the investigation is initiated. That time frame is:</p> <p>A) 24 hours B) 72 hours C) 40 hours (1 week)</p>
	Knowledge Check	54	<p>Procedure II-D7 requires a second supervisory conference. This one addresses the progress on the investigation. When does this conference occur?</p> <p>A) 14 days following receipt of the report (or next business day) B) 21 days following receipt of the report (or next business day) C) 7 days following receipt of the report (or next business day)</p>
	CFS299	55	<p>Click the button below to download a PDF of the investigation review form.</p> <p>Knowing what your supervisor is looking for will help you prepare for that conference. You can also get this form from CHRIS Net. [3]</p>
	Good Practice Note	56	<p>Good Practice Note</p> <p>At 14 days, there is a formal reassessment of the Immediate Safety Plan. Suppose the Immediate Safety Plan has not resolved the safety threats within 30 days. In that case, the Division files a petition for dependency-neglect. This makes the case a court-ordered protective service case.</p> <p>Remember to include the elements of the Immediate Safety Plan in the case plan so that there are not two plans with significant differences.</p>
	End of Investigation	57	<p>Now let's look at required work at the end of the investigation.</p> <p>This will involve:</p> <ul style="list-style-type: none"> • Completing the Risk Assessment • Making a case determination • Deciding on whether to open a case, and if so, what kind of case.
	Knowledge Check	58	<p>According to policy, how long does DCFS have to make a determination on the Jackson referral?</p> <p>A) 30 days B) 60 days C) 45 days D) 75 days</p>

	Determination	59	Does this seem as if the cart is before the horse? You have 45 days to make a determination but you do the risk assessment within 30 days, but only if the determination is true?
	Time Frames	60	Here's how that happens. The 45 days is the time frame established in the Child Maltreatment Act. However, your agency expects that you will have your part completed within 30 days. That leaves 15 days for the supervisor to review your work and for you to complete any other tasks the supervisor might identify during the review.
	Jackson Family Scenario	61	Looking back on the Jackson case, the agency has 45 days to complete the investigation and make a final case determination. However, in some rare instances, investigators need more than 30 days to complete their investigative activities. On those rare occasions, the Arkansas statute gives the agency the ability to request an extension of the investigation to obtain additional time.
	Investigative Timeframe	62	Refer to Procedure II-D13: Request for Investigative Timeframe Extension and CFS-217: The Request for Investigation Timeframe Extension form to see the instructions and guidelines for requesting an extension.
	Procedure II-D13	63	Review of what you learned in Procedure II-D13: If the investigator is unable to make an investigative determination due to good cause, the investigator can conference with their supervisor and submit the CSF- 217 to request an extension of the time frame.
	Good Cause	64	KEY Words: Good Cause Examples of Good Cause are listed on the next two slides.
	Good Cause	65	Good Cause Examples: <ul style="list-style-type: none"> • The Prosecuting Attorney or law enforcement officials have requested that DCFS postpone making a determination due to a pending criminal investigation. • Medical, crime lab, or autopsy reports needed to make a determination have not been received. • The report involves some out-of-state subjects and interview write-ups have not been received.
	Good Cause	66	Good Cause Examples: <ul style="list-style-type: none"> • Conflicting medical opinions have been received, requiring further analysis. • Multiple alleged offenders or victims are involved, requiring additional time to conduct interviews and gather evidence.

Extension Request	67	<p>Remember to request an extension for more time if you are unable to make a final case disposition within 30 days, and when a good cause for not completing the investigation is present.</p> <p>If an extension is granted, the investigator will have 60 days to complete their investigative activities.</p>
Procedure II-D14	68	<p>Now let's look at the investigation closure and the various types of case determinations.</p> <p>Take a quick look at Procedure II-D14: Child Maltreatment Closures and Determinations for reference.</p>
Procedure II-D14	69	<p>According to Procedure II-D14, the Division Department will either:</p> <p>Administratively close an investigation of child maltreatment.</p> <p>Close the investigation with a determination that the allegations of child maltreatment are either:</p> <ol style="list-style-type: none"> 1. Unsubstantiated 2. True 3. True but exempt 4. Inactive
Administrative Closure	70	<p>Administrative Closure</p> <p>Administrative closure is a new closure option. It is different from True, Unsubstantiated, Exempt, and Inactive determinations.</p> <p>The difference is administrative closure provides the option to close an investigation without a determination.</p> <p>Refer to Procedure II-D14 to see the task that must be completed by the investigator before making a recommendation for administrative closure.</p>
Inactive / UTL	71	<p>Inactive/UTL Determination</p> <p>Caution: Inactive/UTL determination can only be selected if the Unable to Locate (UTL) Checklist has been approved by your supervisor.</p>
Closing Tips	72	<p>Regardless of the closure type, consider these 3 tips for closing the investigation:</p> <ol style="list-style-type: none"> 1. Conduct a thorough investigation. 2. Always address the concerns identified in the narrative of the referral. 3. Accurately document the rationale for supporting the final disposition.

	Handout 8.3.2	73	<p>This training wraps up with a practice exercise.</p> <p>Print Handout 8.3.2. This is another case scenario.</p> <p>Before you come to the Investigation Classroom Training, answer the questions on the handout.</p> <p>Bring it to class with you and be prepared to discuss your answers. [4]</p>
	Congratulations	74	<p>Congratulations!</p> <p>You have completed Unit 8 Section 3.</p> <p>Click [Exit Activity] at the top of the page to exit the training.</p>

[1] Checked by CDP on 12/15/2023

www.midsouth.ualr.edu/NewFSWTrainingResources/U8_Online_S3_H8.3.1_JacksonFamily_08-2023.pdf

[2] Checked by CDP 12/15/2023

www.midsouth.ualr.edu/NewFSWTrainingResources/ImmediateSafetyPlan_11-2023.pdf

[3] Checked by CDP on 12/15/2023

www.midsouth.ualr.edu/NewFSWTrainingResources/DCFS_CFS-299_InvestigationChecklistforSupervisors_11-2022.pdf

[4] www.midsouth.ualr.edu/NewFSWTrainingResources/U8_Online_S3_H8.3.2_StarkeyFamily_08-2023.pdf