

C. CENTRAL REGISTRY/INCIDENT REGISTRATION (Rev. 4/2003)

The Events in this section reflect:

- ▶ the type of allegation of alleged child abuse and/or neglect reported;
- ▶ the priority assigned at the onset of the assessment/investigation;
- ▶ the time of activities;
- ▶ the relationship of the person(s) making the report of alleged child abuse and/or neglect;
- ▶ the relationship and role of the person(s) named in a report of an incident of alleged child abuse and/or neglect;
- ▶ the case resolution/determination or disposition/finding;
- ▶ the court activities (if any) initiated as a result of the assessment/investigation, and
- ▶ services planned/provided to those involved.

Central Registry has two (2) kinds of events that must be entered: Incident Events and Client Events.

INCIDENT EVENTS

Agencies register incidents in Micro-FACISIS by assigning a unique seven (7) digit identification number. The Ohio Department of Job and Family Services (ODJFS) recommends that the first two positions of this number begin with the current year; the last five digits are sequentially assigned to the incident report as it is accepted. (Incident Events are indicated by the capital I). These Events track the occurrence of child abuse and/or neglect pertaining to a specific incident. An Incident must have at least one alleged child victim and at least at one alleged perpetrator; however there may be multiple alleged child victims and alleged perpetrators registered.

At a minimum, registration of an incident into Micro-FACISIS must include:

1. the date the Incident report was received;
2. the type of allegation and the setting of the alleged CA/N; and
3. the name(s) and address(es) of those involved in the third party incident.

CLIENT EVENTS

These Events are entered for any individual (child or adult) whom the Agency determines is a part of the population served by the Agency. These Events track any date specific child welfare activity, information or occurrence for a client. Therefore, child abuse and/or neglect parties (alleged perpetrator, alleged child victim, caretakers, and other involved parties) and children in substitute care or adoptive placement are all considered clients.

EVENT I00: REPORT OF CHILD ABUSE AND NEGLECT RECEIVED

Purpose: This Incident Event documents that a screened allegation report of child abuse and/or neglect has been received.

Usage: This Incident Event is entered within **24 hours from the time the Agency receives a report of alleged CA/N, regardless of whether the client's case is currently open, closed or unknown.** A report of CA/N refers to those allegations that are determined through the screening process to be a report and which are assigned priority of Emergency or Other (as defined in OAC Rule 5101:2-34-32.)

The information contained in this Incident Event (i.e. time of report, reporting source, type of CA/N alleged and priority assigned) relates to the information received at the time of the allegation, rather than that obtained during the assessment/investigation.

Completion of Incident Event I00 and the related Client Registration **automatically** produces a report of possible matches of those persons previously reported to the Central Registry. This match process occurs once the information is transmitted to Host-FACSYS. The client registration data elements used in the matching process are: name, date of birth, race, sex and social security number. The match report will be available as an electronic file and can be downloaded to the Agency on the day after the information is transmitted to Host-FACSYS.

Event Date: The event date is the date the allegation is received by the Agency.

Elements: Elements for Event I00: Report of Child Abuse and Neglect Received are (1) Time of Report and Initiation, (2) Reporting Source, (3) Type of CA/N Allegation and (4) Priority Assigned.

1. Time of Report: The hour, rounded to the next hour, that a report of abuse and/or neglect was received.

Values for Time of Report:

- 01 1:00 AM
- 02 2:00 AM
- 03 3:00 AM
- 04 4:00 AM
- 05 5:00 AM
- 06 6:00 AM
- 07 7:00 AM
- 08 8:00 AM
- 09 9:00 AM
- 10 10:00 AM
- 11 11:00 AM
- 12 12:00 PM (Noon)
- 13 1:00 PM
- 14 2:00 PM
- 15 3:00 PM
- 16 4:00 PM
- 17 5:00 PM
- 18 6:00 PM
- 19 7:00 PM
- 20 8:00 PM
- 21 9:00 PM
- 22 10:00 PM
- 23 11:00 PM
- 24 12:00 AM (Midnight)

2. Reporting Source: The relationship of the person making the report of alleged child abuse and/or neglect to those named in the report.

Values for Reporting Source:

- 01 Private Physician
- 02 Clinic or Hospital Physician
- 03 Nurse

- 04 Other Medical Personnel
- 05 Principal
- 06 Teacher
- 07 School Nurse
- 08 Other School Personnel
- 09 Social Worker
- 10 Mental Health Professional
- 11 Children's Residential Center Staff
- 12 Other Social Service Personnel
- 13 Law Enforcement
- 14 Court Personnel
- 15 Attorney
- 16 Friend/Neighbor
- 17 Victim
- 18 Self (Other than Victim)
- 19 Other Family Member/Relative
- 20 Day Care Center Employee
- 21 Pre/Nursery School Employee
- 22 Day Care/Home Babysitter
- 23 Foster Family Caregiver
- 24 Clergy
- 80 Anonymous
- 88 Other

3. Type of CA/N Allegation: The primary category of the nature of allegation as provided by the reporting source.

Values for Type of CA/N Allegation:

- 01 Physical Abuse
- 02 Neglect
- 03 Sexual Abuse
- 04 Emotional Maltreatment
- 05 Withholding Treatment Disabled Infant

4. **Priority Assigned:** The Agency shall determine the immediacy of need for Agency response to a report of alleged child abuse and neglect based on a determination of risk to the child. If it is determined that the report is an emergency, the Agency shall respond within one hour.

Values for Priority Assigned:

- 01 Priority I (Historical OAC Rule 5101:2-34-32)
- 02 Priority II (Historical OAC Rule 5101:2-34-32)
- 03 Priority III (Historical OAC Rule 5101:2-34-32)
- 04 Emergency
- 05 Other

Connectedness: None.

EVENT I02: INVESTIGATION INITIATED

Purpose: This Incident Event documents that the assessment/investigation activities related to a report of child abuse and/or neglect have commenced.

Usage: This Incident Event is entered when the assessment/investigation of a report of child abuse and/or neglect is initiated in order to track the time between the receipt of the report and the initiation of assessment/investigation. The information contained in Event I02 (i.e., time of initiation and priority assigned) relates to data furnished by the worker after the assessment/investigation has been initiated.

Event Date: The event date is the date the assessment/investigation began.

Elements: Elements for Event I02: Investigation Initiated are (1) Time of Report Initiation and (2) Priority Assigned.

1. **Time of Report Initiation:** The hour, rounded to the next hour, that an assessment/investigation of the report of abuse and/or neglect was initiated.

Values for Time of Assessment/Investigation Initiation:

01 1:00 AM

02 2:00 AM
03 3:00 AM
04 4:00 AM
05 5:00 AM
06 6:00 AM
07 7:00 AM
08 8:00 AM
09 9:00 AM
10 10:00 AM
11 11:00 AM
12 12:00 PM (Noon)
13 1:00 PM
14 2:00 PM
15 3:00 PM
16 4:00 PM
17 5:00 PM
18 6:00 PM
19 7:00 PM
20 8:00 PM
21 9:00 PM
22 10:00 PM
23 11:00 PM
24 12:00 AM (Midnight)

2. Priority Assigned: The Agency shall determine the immediacy of need for Agency response to a report of alleged child abuse and neglect based on a determination of risk to the child. If it is determined that the report is an emergency, the Agency shall respond within one hour.

Values for Priority Assigned:

01 Priority I (Historical OAC Rule 5101:2-34-32)
02 Priority II (Historical OAC Rule 5101:2-34-32)
03 Priority III (Historical OAC Rule 5101:2-34-32)
04 Emergency

05 Other

Connectedness: None.

EVENT 092: CENTRAL REGISTRY REGISTRATION

Purpose: This Client Event documents the relationship to the alleged child victim and the alleged child victims's relationship to the alleged perpetrators; and role of the individuals involved in the report of child abuse and/or neglect as determined at the time the Incident is reported to the Central Registry.

Usage: This Client Event is entered within 24 hours of the receipt of the report of child abuse and/or neglect by the Agency for all individuals associated with the Incident (i.e., alleged child victims, alleged perpetrators, caretakers and other involved persons). If an individual's role or relationship (or both) changes during the course of the assessment/investigation (i.e., "Other Involved Persons" becomes a "Caretaker" due to the information gathered during the assessment/investigation) the Agency **must** enter a new Event 092: Central Registry Registration with the changed information and must delete the Event 092: Central Registry Registration which contains the information in error. The entry of this event will generate the automatic matching of clients in Central Registry.

Event Date: The Event Date is the date the allegation is received by the Agency.

Elements: Elements for Event 092: Central Registry Registration are (1) Role and (2) Relationship.

1. **Role:** Describes a person's involvement in the Incident or Risk Assessment of child abuse and neglect.

Values for Role:

- 01 Alleged Child Victim
- 02 Alleged Perpetrator*
- 03 Caretaker*
- 04 Other Involved Person

***If the person is both a caretaker and an alleged perpetrator, enter value 02- Alleged Perpetrator**

2. **Relationship:** Describes the relationship that persons named in the report have to the alleged child victim(s). The alleged

perpetrator's relationship is in regard to the alleged child victim. When value 01- Alleged Child Victim is used for the role, the Relationship is the Alleged Child Victim to the Alleged Perpetrator.

Values for Relationship:

- 01 Natural Mother
- 02 Adoptive Mother
- 03 Step Mother
- 04 Natural Father
- 05 Adoptive Father
- 06 Step Father
- 07 Natural Child
- 08 Foster Child
- 09 Adoptive Child
- 10 Step Child
- 11 Private Out-of-Home Care Participant
- 12 Public Out-of-Home Care Participant
- 13 Grandchild
- 14 Grandparent
- 15 Other Relative
- 16 Paramour of Caretaker
- 17 Babysitter
- 18 Teacher/School Personnel
- 19 Neighbor/Friend
- 20 Private Out-of-Home Care Employee
- 21 Public Out-of-Home Care Employee
- 22 Non-Related Adult
- 23 Non-Related Child
- 24 Licensed Foster Parent (Non-relative)*
- 25 Licensed Foster Parent (Relative)*
- 26 Approved Relative Kinship Care Provider*
- 99 Unknown

*These values are used to identify child maltreatment in substitute care and should be entered when the AP is the caregiver

responsible for the care of the child.

Connectedness: None.

EVENT I06: CENTRAL REGISTRY SEARCH

Purpose: This Incident Event documents whether the people named in a report of child abuse and/or neglect have been previously registered in the Central Registry.

Usage: This Incident Event is entered to (1) perform a subsequent search of Central Registry after the initial registration of the individuals named as alleged perpetrators, victims, or other involved persons, or (2) if an individual not identified at the time of the allegation is subsequently added to the Incident, or (3) if additional identifying information (name, date of birth, race, social security number and sex) has been received on these individuals after entering the initial Client Registration and Event I00: Report of Child Abuse and Neglect Received.

In order to produce the most valid Ohio Central Registry match when searching, the following information should be entered on the Client Registration screen: name, date of birth, sex, race, and social security number.

In order to receive the file of possible matches generated from the Ohio Central Registry; the day after Event I06: Central Registry Search is transmitted to Host-FACSYS, the Agency must download the electronic file during the transmission procedure.

This event is used to request an additional match list to receive more detailed information on the initial Event 092: Central Registry Registration. This file can then be viewed from the Report Menu with Micro-FACSYS.

Event Date: The event date is the date the Agency requests the subsequent search be made.

Elements: Not Applicable.

Connectedness: None.

EVENT 094: CENTRAL REGISTRY LINK CONFIRM

- Purpose:** This Client Event documents the existence of a prior report involving an individual regardless of their role in the Incident.
- Usage:** This Client Event is entered at the time the reporting Agency has identified an individual from their county on the Ohio Central Registry Match Report who matched in another county. This event may be entered multiple times based on the number of matches listed on the report. **The reporting Agency must contact the other Agency in which the match occurred.**
- Event Date:** The event date is the date the verification was determined.
- Elements:** Elements for Event 094: Central Reg Link Confirm are (1) Verified ID and (2) Contact Verified.
1. Verified ID: Identifies the Client County ID number listed in the Central Registry Match Report.
 2. Contact Verified: Identifies that an individual has matched in another county.
Values for Contact Verified:
01 Yes
02 No Link
- Connectedness:** None.

EVENT I04: INVESTIGATION COMPLETED

- Purpose:** This Incident Event documents that all assessment/investigative activities involving a report of child abuse and/or neglect are completed and a case resolution/disposition has been made. Case Resolution i.e., overall level of risk ratings, are recorded in Event I14: Assessment Completed.
- Usage:** This Incident Event is entered to track the length of time between receipt of the report and the resolution/disposition. This event will affect the time frames for the expunction of identifying information from the Ohio Central Registry. Information contained in this Event (i.e., Disposition/Finding, Setting of Alleged CA/N, Family/Out-of-Home Characteristics, etc.) relates to information

obtained **during** the assessment/investigation.

Event Date: The event date is the date the determination is made.

Elements: Elements for Event I04: Investigation Completed are (1) Disposition/Finding, (2) Setting of Alleged CA/N, and (3) Family/Out-of-Home Characteristics.

1. Disposition/Finding: Enter the values below to record the case resolution/disposition information.

Case Dispositions are required for all assessments/investigations to indicate whether the alleged abuse or neglect was substantiated, indicated or unsubstantiated and whether any other type of abuse or neglect was found to be substantiated or indicated during the course of the investigation.

The first code of the disposition is always an alpha character that answers the allegation made in a report of child abuse and/or neglect; the second code is always a number that refers to any other type of abuse or neglect that was discovered during the investigation.

To record the case disposition enter the appropriate value A0 through V0 as indicated below.

Values for Disposition/Finding:

- A0 Abuse Substantiated/No Other
- A3 Abuse Substantiated/Neglect Substantiated
- A4 Abuse Substantiated/Neglect Indicated
- A5 Abuse Substantiated/Sexual Abuse Substantiated
- A6 Abuse Substantiated/Sexual Abuse Indicated
- A7 Abuse Substantiated/Emotional Maltreatment Substantiated
- A8 Abuse Substantiated/Emotional Maltreatment Indicated
- B0 Abuse Indicated/No Other
- B3 Abuse Indicated/Neglect Substantiated
- B4 Abuse Indicated/Neglect Indicated
- B5 Abuse Indicated/Sexual Abuse Substantiated
- B6 Abuse Indicated/Sexual Abuse Indicated

B7 Abuse Indicated/Emotional Maltreatment Substantiated
B8 Abuse Indicated/Emotional Maltreatment Indicated
C0 Abuse Unsubstantiated, No Evidence/No Other
C3 Abuse Unsubstantiated, No Evidence/Neglect Substantiated
C4 Abuse Unsubstantiated, No Evidence/Neglect Indicated
C5 Abuse Unsubstantiated, No Evidence/Sexual Abuse Substantiated
C6 Abuse Unsubstantiated, No Evidence/Sexual Abuse Indicated
C7 Abuse Unsubstantiated, No Evidence/Emotional Maltreatment Substantiated
C8 Abuse Unsubstantiated, No Evidence/Emotional Maltreatment Indicated
D0 Abuse Unsubstantiated Cannot Locate (Historical)
E0 Neglect Substantiated/No Other
E1 Neglect Substantiated/Abuse Substantiated
E2 Neglect Substantiated/Abuse Indicated
E5 Neglect Substantiated/Sexual Abuse Substantiated
E6 Neglect Substantiated/Sexual Abuse Indicated
E7 Neglect Substantiated/Emotional Maltreatment Substantiated
E8 Neglect Substantiated/Emotional Maltreatment Indicated
F0 Neglect Indicated/No Other
F1 Neglect Indicated/Abuse Substantiated
F2 Neglect Indicated/Abuse Indicated
F5 Neglect Indicated/Sexual Abuse Substantiated
F6 Neglect Indicated/Sexual Abuse Indicated
F7 Neglect Indicated/Emotional Maltreatment Substantiated
F8 Neglect Indicated/Emotional Maltreatment Indicated
G0 Neglect Unsubstantiated, No Evidence/No Other
G1 Neglect Unsubstantiated, No Evidence/Abuse Substantiated
G2 Neglect Unsubstantiated, No Evidence/Abuse Indicated
G5 Neglect Unsubstantiated, No Evidence/Sexual Abuse Substantiated
G6 Neglect Unsubstantiated, No Evidence/Sexual Abuse Indicated
G7 Neglect Unsubstantiated, No Evidence/Emotional Maltreatment Substantiated
G8 Neglect Unsubstantiated, No Evidence/Emotional Maltreatment Indicated
H0 Neglect Unsubstantiated/Cannot Locate (Historical)

I0 Sexual Abuse Substantiated/No Other
I1 Sexual Abuse Substantiated/Abuse Substantiated
I2 Sexual Abuse Substantiated/Abuse Indicated
I3 Sexual Abuse Substantiated/Neglect Substantiated
I4 Sexual Abuse Substantiated/Neglect Indicated
I7 Sexual Abuse Substantiated/Emotional Maltreatment Substantiated
I8 Sexual Abuse Substantiated/Emotional Maltreatment Indicated
J0 Sexual Abuse Indicated/No Other
J1 Sexual Abuse Indicated/Abuse Substantiated
J2 Sexual Abuse Indicated/Abuse Indicated
J3 Sexual Abuse Indicated/Neglect Substantiated
J4 Sexual Abuse Indicated/Neglect Indicated
J7 Sexual Abuse Indicated/Emotional Maltreatment Substantiated
J8 Sexual Abuse Indicated/Emotional Maltreatment Indicated
K0 Sexual Abuse Unsubstantiated/No Other
K1 Sexual Abuse Unsubstantiated/Abuse Substantiated
K2 Sexual Abuse Unsubstantiated/Abuse Indicated
K3 Sexual Abuse Unsubstantiated/Neglect Substantiated
K4 Sexual Abuse Unsubstantiated/ Neglect Indicted
K7 Sexual Abuse Unsubstantiated/Emotional Maltreatment Substantiated
K8 Sexual Abuse Unsubstantiated/Emotional Maltreatment Indicated
L0 Sexual Abuse Unsubstantiated-Cannot Locate (Historical)
M0 Emotional Maltreatment Substantiated/No Other
M1 Emotional Maltreatment Substantiated/Abuse Substantiated
M2 Emotional Maltreatment Substantiated/Abuse Indicated
M3 Emotional Maltreatment Substantiated/Neglect Substantiated
M4 Emotional Maltreatment Substantiated/Neglect Indicated
M5 Emotional Maltreatment Substantiated/Sexual Abuse Substantiated
M6 Emotional Maltreatment Substantiated/Sexual Abuse Indicated
N0 Emotional Maltreatment Indicated/No Other
N1 Emotional Maltreatment Indicated/Abuse Substantiated
N2 Emotional Maltreatment Indicated/Abuse Indicated

N3 Emotional Maltreatment Indicated/Neglect Substantiated
N4 Emotional Maltreatment Indicated/Neglect Indicated
N5 Emotional Maltreatment Indicated/Sexual Abuse Substantiated
N6 Emotional Maltreatment Indicated/Sexual Abuse Indicated
O0 Emotional Maltreatment Unsubstantiated/No Other
O1 Emotional Maltreatment Unsubstantiated/Abuse Substantiated
O2 Emotional Maltreatment Unsubstantiated/Abuse Indicated
O3 Emotional Maltreatment Unsubstantiated/Neglect Substantiated
O4 Emotional Maltreatment Unsubstantiated/Neglect Indicated
O5 Emotional Maltreatment Unsubstantiated/Sexual Abuse Substantiated
O6 Emotional Maltreatment Unsubstantiated/Sexual Abuse Indicated
P0 Emotional Maltreatment Unsubstantiated/Cannot Locate (Historical)
Q0 Baby Doe Substantiated
R0 Baby Doe Indicated
S0 Baby Doe Unsubstantiated/No Evidence
T0 Baby Doe Unsubstantiated/Cannot Locate (Historical)
U9 Case Resolution Completed (Historical)
V0 Unable to Locate

2. Setting of Alleged CA/N: The closest description of the location where the alleged child abuse and/or neglect occurred as determined during the assessment/investigation.

Values for Setting of Alleged CA/N:

01 Own Home
02 Home of Relative
03 PCSA Foster Home*
04 Other Foster Home*
05 PCSA Children's Residential Center*
06 Other Children's Residential Center*
07 Day Care Home/Center*
08 Public School
09 Private School
10 Health Care Facility

- 11 Nursing Home
- 12 Institution on State Owned/Leased Property
- 88 Other
- 99 Unknown

***Must register the name and address of the location where the alleged abuse and/or neglect occurred on the Incident Registration Screen for these out-of-home care settings.**

3. Fam/Out-of-Home Characteristics: The stress factors present in the home, or the probable causal factors in an out-of-home setting determined during the assessment/investigation.

Values for Fam/Out-of-Home Characteristics:

- 01 Substance Abuse*
- 02 Other Family Violence
- 03 Medical/Physical Disability of Caretaker*
- 04 Medical/Physical Disability of Child*
- 05 Mental Retardation of Caretaker*
- 06 Mental Retardation of Child*
- 07 Mental/Emotional Problem of Caretaker*
- 08 Mental/Emotional Problem of Child*
- 09 Economic Difficulties*
- 10 Illness/Death of a Family Member
- 11 Single Head of Household
- 12 Caretaker was an Abused Child
- 13 Physical Living Conditions*
- 14 Staff Absenteeism
- 15 Staff Patterns/Hours
- 16 Lack of Training of Staff
- 17 Lack of Supervision
- 18 Lack of Policy/Procedure
- 19 Improper Storage or Dissemination of Medication*
- 20 TANF Sanction
- 21 TANF Benefit Ineligible

97 Not Applicable

*May be present in the in-home care as well as the out-of-home care setting.

Connectedness: Client Event 216: Disposition/Finding, Incident Event 092: Central Registry Registration, Incident Event I14: Assessment Completed.

EVENT I08: COURT ACTION INITIATED

Purpose: This Incident Event documents the court action that has been **initiated during the course of the assessment/investigation** of the report of child abuse and/or neglect.

Usage: This Incident Event **is not entered**, if at the time the assessment/investigation is completed, the court action has not been initiated, and if a resolution/disposition of the report has been reached. **(This would be true even though charges may be brought later.)**

Event Date: The event date is the date when charges are filed.

Elements: Elements for Event I08: Court Action Initiated are (1) Action Type, and (2) Court Where Filed.

1. Action Type: The type of court action initiated as a result of child abuse and neglect during the assessment/investigation.

Values for Action Type:

- 01 Petition of Abuse/Neglect/Dependency
- 02 Criminal Charge
- 03 Domestic Violence (regarding children)
- 88 Other

2. Court Where Filed: The court in which the charges were filed.

Values for Court Where Filed:

- 01 Common Pleas - Criminal Court
- 02 Common Pleas - Juvenile Court

03 Municipal Court
88 Other

Connectedness: None.

EVENT I10: SERVICES PLANNED/PROVIDED

Purpose: This Incident Event documents which services were planned and/or provided during the course of the assessment investigation.

Usage: The single Element of this Event has two list of services, the first half lists services which were planned and the second half lists services that were provided.

Event Date: The event date is the date the determination of services planned/provided was made.

Elements: Element for Event I10: Services Planned/Provided is (1) Supportive Services.

1. Supportive Services: The services planned and/or provided during the course of the investigation/assessment for the next six months. Up to six (6) values may be entered. If more than six values are applicable, this event can be entered multiple times.

Values for Protective Services **Planned**:

- 01 Counseling Services Planned
- 02 Diagnostic Services Planned
- 03 Emergency Shelter Services Planned
- 04 Information and Referral Services Planned
- 05 Therapeutic Services Planned
- 06 Crisis Services Planned
- 07 Emergency Caretaker Services Planned
- 08 Employment and Training Services Planned (Historical)
- 09 Environmental Management Services Planned
- 10 Homemaker/Home Health Aide Services Planned
- 11 Parent Aide Services Planned

- 12 Case Management Services Planned
- 13 Protective Day Care Services Planned
- 14 Parent Education Services Planned
- 15 Crisis Nursery Services Planned
- 16 Day Treatment Services Planned
- 17 Volunteer Services Planned
- 35 Adoption Planned
- 36 Alcohol Prevention Planned
- 37 Alcohol Support Planned
- 38 Alcohol Diagnostic Planned
- 39 Alcohol Out Patient Treatment Planned
- 40 Alcohol In Patient Treatment Planned
- 41 Budget Training Planned
- 42 Career Exploration Planned
- 43 Community Education Planned
- 44 Drug Prevention Planned
- 45 Drug Support Planned
- 46 Drug Diagnostic Planned
- 47 Drug Out Patient Treatment Planned
- 48 Drug In Patient Treatment Planned
- 49 Educational Services Planned
- 50 Financial Assistance Planned
- 51 Financial Management Planned
- 52 Housing Planned
- 53 Interpreter Services Planned
- 54 Job Placement Planned
- 55 Job Retention Planned
- 56 Life Skills/Independent Living Planned
- 57 MRDD Diagnosis Planned
- 58 Community Services Planned
- 59 Public Assistance/TANF Planned
- 60 TANF Extension Planned

- 61 Transportation Planned
- 62 Unmarried Parent Planned
- 63 Vocational Training Planned
- 64 Respite Services Planned
- 65 Day Care/Employment Planned
- 66 Medical Treatment Planned
- 97 Not Applicable

Values for Protective Services **Provided:**

- 18 Counseling Services Provided
- 19 Diagnostic Services Provided
- 20 Emergency Shelter Services Provided
- 21 Information and Referral Services Provided
- 22 Therapeutic Services Provided
- 23 Crisis Services Provided
- 24 Emergency Caretaker Services Provided
- 25 Employment and Training Services Provided (Historical)
- 26 Environmental Management Services Provided
- 27 Homemaker/Home Health Aide Services Provided
- 28 Parent Aide Services Provided
- 29 Case Management Services Provided
- 30 Protective Day Care Services Provided
- 31 Parent Education Services Provided
- 32 Crisis Nursery Services Provided
- 33 Day Treatment Services Provided
- 34 Volunteer Services Provided
- A5 Adoption Provided
- A6 Alcohol Prevention Provided
- A7 Alcohol Support Provided
- A8 Alcohol Diagnostic Provided
- A9 Alcohol Out Patient Treatment Provided
- B0 Alcohol In Patient Treatment Provided

- B1 Budget Training Provided
- B2 Career Exploration Provided
- B3 Community Education Provided
- B4 Drug Prevention Provided
- B5 Drug Support Provided
- B6 Drug Diagnostic Provided
- B7 Drug Out Patient Treatment Provided
- B8 Drug In Patient Treatment Provided
- B9 Educational Services Provided
- C0 Financial Assistance Provided
- C1 Financial Management Provided
- C2 Housing Provided
- C3 Interpreter Services Provided
- C4 Job Placement Provided
- C5 Job Retention Provided
- C6 Life Skills/Independent Living Provided
- C7 MRDD Diagnosis Provided
- C8 Community Services Provided
- C9 Public Assistance Provided
- D0 TANF Extension Provided
- D1 Transportation Provided
- D2 Unmarried Parent Provided
- D3 Vocational Training Provided
- D4 Respite Services Provided
- D5 Day Care/Employment Provided
- D6 Medical Treatment Provided
- 97 Not Applicable

Connectedness: None.

EVENT I12: THIRD PARTY INVESTIGATION

Purpose: This Incident Event documents that a request has been made of the appropriate law enforcement Agency to investigate a report of child abuse and neglect involving any institution, facility, or family foster home which is licensed, approved, or certified by ODJFS and operated or supervised by the Agency; or any employee or agent of ODJFS or the Agency; or any authorized person who is representing ODJFS or the Agency and who is providing services for payment or as a volunteer.

Usage: This Incident Event is entered when the Agency has determined the need for a third-party investigation, which minimizes the conflict of interest resulting from self-assessment/investigation.

Event Date: The event date is the date the initial contact with law enforcement is made.

Elements: Elements for Event I12: Third Party Investigation are (1) Type, and (2) Third Party Description.

1. Type: Indicates the type of initial contact that was made with the law enforcement.

Values for Third Party Investigation:

- 01 Verbal Request
- 02 Written Request

2. Third Party Description: Identifies the alleged perpetrator's professional relationship with ODJFS, the Agency, or an institution, facility or foster home licensed/certified by the department and operated by the Agency. The values pertain only to this subset of facilities or employees under the direct supervision or control of ODJFS or an Agency, or an authorized representative. County Department of Human Services workers, not direct employees of an Agency, would be captured under value 05.

Values for Third Party Description:

- 01 Foster Home
- 02 Institution/Facility
- 03 ODJFS Employee
- 04 PCSA Employee
- 05 Authorized Representative of ODJFS/PCSA

Connectedness: None.

EVENT I14: ASSESSMENT COMPLETED

- Purpose:** This Incident Event documents the overall (professional judgment) level of risk **rating** determined through a weighted analysis of the information gathered from the elements of the Family Risk Assessment Matrix; strengths and concerns; and an evaluation of how the risk factors interrelate.
- Usage:** This event will be entered to record the overall level of risk rating for the family at the conclusion of the Risk Assessment. The family may have multiple assessments completed; however, this event will be entered only when an incident is registered (Event I00).
- Event Date:** The event date is the date the assessment is completed.
- Elements:** Element for Event I14: Assessment Completed is (1) Case Resolution.
1. Case Resolution: Records the overall level of risk rating for the family as determined in the Structured Decision Making Section of the Family Risk Assessment Matrix. The overall level of risk rating is on a scale of No Risk to High Risk. **These Micro-FACSIS values do not correspond with the Family Risk Assessment Matrix (FRAM) risk rating values 00-05.**
Values for Case Resolution:
 - 01 No Risk
 - 02 Low Risk
 - 03 Low/Moderate Risk
 - 04 Moderate Risk
 - 05 Moderate/High Risk
 - 06 High Risk
- Connectedness:** Incident Event 092: Central Registry Registration, Incident Event I04: Investigation Completed (Case Dispositions are recorded via this event), and Client Event 216: Disposition/Finding.

EVENT 216: DISPOSITION/FINDING

- Purpose:** This Client Event documents that all assessment/investigative activities involving a report of child abuse and/or neglect are completed and a case disposition has been made. Information contained in this Client Event (i.e., Disposition/Finding, Primary Maltreatment, Severity of Maltreatment, Secondary Maltreatment, Other Maltreatment, and Victim's Status. etc.) relates to information obtained during the assessment/investigation.
- Usage:** This Client Event is entered to track the length of time between receipt of the report and the disposition. This Client Event is entered at the time the Event I04: Investigation Completed and is entered for each child victim(s) specified as such in the Incident.
- Event Date:** The event date is the date the assessment/investigation is completed.
- Elements:** Elements for Event 216: Disposition/Finding are (1) Disposition/Finding, (2) Primary Maltreatment, (3) Severity of Maltreatment, (4) Secondary Maltreatment, (5) Other Maltreatment, and (6) Victim's Status.

1. Disposition/Finding: Enter the values below to record the case disposition for each alleged child victim. Case Dispositions are required for all assessment investigations to indicate whether the alleged abuse or neglect was substantiated, indicated or unsubstantiated and whether any other type of abuse or neglect was found to be substantiated or indicated during the course of the investigation.

The first code of the disposition is always an alpha character that answers the allegation made in a report of child abuse and/or neglect; the second code is always a number that refers to any other type of abuse or neglect that was discovered during the investigation.

To record the case disposition enter the appropriate value A0 through V0 as indicated below.

NOTE: Values **A0 through V0** are applicable to **children who are identified as alleged child victims**. Although the values are the same as those listed for the Event I04: Investigation Completed, the manner in selecting the correct value is somewhat different. The Incident Disposition in Event I04: Investigation Completed reflects whether the allegation was substantiated, indicated, or unsubstantiated. The findings in Event 216: Disposition/Finding reflect whether or not any **other** abuse or neglect other than that in the allegation was found. In Event 216: Disposition/Finding, the two-part disposition values have the ability to capture two types of abuse or neglect and may not relate to the allegation. However, at least one of the alleged child victim's Disposition/Finding has to match the allegation of the incident.

Values for Disposition Finding:

- A0 Abuse Substantiated/No Other
- A3 Abuse Substantiated/Neglect Substantiated
- A4 Abuse Substantiated/Neglect Indicated
- A5 Abuse Substantiated/Sexual Abuse Substantiated
- A6 Abuse Substantiated/Sexual Abuse Indicated
- A7 Abuse Substantiated/Emotional Maltreatment Substantiated
- A8 Abuse Substantiated/Emotional Maltreatment Indicated
- B0 Abuse Indicated/No Other
- B3 Abuse Indicated/Neglect Substantiated
- B4 Abuse Indicated/Neglect Indicated
- B5 Abuse Indicated/Sexual Abuse Substantiated
- B6 Abuse Indicated/Sexual Abuse Indicated
- B7 Abuse Indicated/Emotional Maltreatment Substantiated
- B8 Abuse Indicated/Emotional Maltreatment Indicated
- C0 Abuse Unsubstantiated, No Evidence/No Other
- C3 Abuse Unsubstantiated, No Evidence/Neglect Substantiated
- C4 Abuse Unsubstantiated, No Evidence/Neglect Indicated
- C5 Abuse Unsubstantiated, No Evidence/Sexual Abuse Substantiated
- C6 Abuse Unsubstantiated, No Evidence/Sexual Abuse Indicated
- C7 Abuse Unsubstantiated, No Evidence/Emotional Maltreatment Substantiated
- C8 Abuse Unsubstantiated, No Evidence/Emotional Maltreatment Indicated
- D0 Abuse Unsubstantiated Cannot Locate (Historical)
- E0 Neglect Substantiated/No Other
- E1 Neglect Substantiated/Abuse Substantiated
- E2 Neglect Substantiated/Abuse Indicated
- E5 Neglect Substantiated/Sexual Abuse Substantiated
- E6 Neglect Substantiated/Sexual Abuse Indicated
- E7 Neglect Substantiated/Emotional Maltreatment Substantiated
- E8 Neglect Substantiated/Emotional Maltreatment Indicated
- F0 Neglect Indicated/No Other
- F1 Neglect Indicated/Abuse Substantiated

F2 Neglect Indicated/Abuse Indicated
F5 Neglect Indicated/Sexual Abuse Substantiated
F6 Neglect Indicated/Sexual Abuse Indicated
F7 Neglect Indicated/Emotional Maltreatment Substantiated
F8 Neglect Indicated/Emotional Maltreatment Indicated
G0 Neglect Unsubstantiated, No Evidence/No Other
G1 Neglect Unsubstantiated, No Evidence/Abuse Substantiated
G2 Neglect Unsubstantiated, No Evidence/Abuse Indicated
G5 Neglect Unsubstantiated, No Evidence/Sexual Abuse Substantiated
G6 Neglect Unsubstantiated, No Evidence/Sexual Abuse Indicated
G7 Neglect Unsubstantiated, No Evidence/Emotional Maltreatment Substantiated
G8 Neglect Unsubstantiated, No Evidence/Emotional Maltreatment Indicated
H0 Neglect Unsubstantiated/Cannot Locate (Historical)
I0 Sexual Abuse Substantiated/No Other
I1 Sexual Abuse Substantiated/Abuse Substantiated
I2 Sexual Abuse Substantiated/Abuse Indicated
I3 Sexual Abuse Substantiated/Neglect Substantiated
I4 Sexual Abuse Substantiated/Neglect Indicated
I7 Sexual Abuse Substantiated/Emotional Maltreatment Substantiated
I8 Sexual Abuse Substantiated/Emotional Maltreatment Indicated
J0 Sexual Abuse Indicated/No Other
J1 Sexual Abuse Indicated/Abuse Substantiated
J2 Sexual Abuse Indicated/Abuse Indicated
J3 Sexual Abuse Indicated/Neglect Substantiated
J4 Sexual Abuse Indicated/Neglect Indicated
J7 Sexual Abuse Indicated/Emotional Maltreatment Substantiated
J8 Sexual Abuse Indicated/Emotional Maltreatment Indicated
K0 Sexual Abuse Unsubstantiated/No Other
K1 Sexual Abuse Unsubstantiated/Abuse Substantiated
K2 Sexual Abuse Unsubstantiated/Abuse Indicated
K3 Sexual Abuse Unsubstantiated/Neglect Substantiated
K4 Sexual Abuse Unsubstantiated/ Neglect Indicted

K7 Sexual Abuse Unsubstantiated/Emotional Maltreatment Substantiated
K8 Sexual Abuse Unsubstantiated/Emotional Maltreatment Indicated
L0 Sexual Abuse Unsubstantiated-Cannot Locate (Historical)
M0 Emotional Maltreatment Substantiated/No Other
M1 Emotional Maltreatment Substantiated/Abuse Substantiated
M2 Emotional Maltreatment Substantiated/Abuse Indicated
M3 Emotional Maltreatment Substantiated/Neglect Substantiated
M4 Emotional Maltreatment Substantiated/Neglect Indicated
M5 Emotional Maltreatment Substantiated/Sexual Abuse Substantiated
M6 Emotional Maltreatment Substantiated/Sexual Abuse Indicated
N0 Emotional Maltreatment Indicated/No Other
N1 Emotional Maltreatment Indicated/Abuse Substantiated
N2 Emotional Maltreatment Indicated/Abuse Indicated
N3 Emotional Maltreatment Indicated/Neglect Substantiated
N4 Emotional Maltreatment Indicated/Neglect Indicated
N5 Emotional Maltreatment Indicated/Sexual Abuse Substantiated
N6 Emotional Maltreatment Indicated/Sexual Abuse Indicated
O0 Emotional Maltreatment Unsubstantiated/No Other
O1 Emotional Maltreatment Unsubstantiated/Abuse Substantiated
O2 Emotional Maltreatment Unsubstantiated/Abuse Indicated
O3 Emotional Maltreatment Unsubstantiated/Neglect Substantiated
O4 Emotional Maltreatment Unsubstantiated/Neglect Indicated
O5 Emotional Maltreatment Unsubstantiated/Sexual Abuse Substantiated
O6 Emotional Maltreatment Unsubstantiated/Sexual Abuse Indicated
P0 Emotional Maltreatment Unsubstantiated/Cannot Locate (Historical)
Q0 Baby Doe Substantiated
R0 Baby Doe Indicated
S0 Baby Doe Unsubstantiated/No Evidence
T0 Baby Doe Unsubstantiated/Cannot Locate (Historical)
U9 Case Resolution Completed (Historical)
V0 Unable to Locate

2. 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.

Values for Primary Maltreatment Type:

- 01 Brain Damage/Skull Fracture*
- 02 Subdural Hematoma/Hemorrhage*
- 03 Bone Fracture*
- 04 Dislocation /Sprain*
- 05 Internal Injuries*
- 06 Poisoning*
- 07 Forced to Swallow Foreign Substance
- 08 Burns/Scalds
- 09 Severe Lacerations/Bruises/Welts
- 10 Minor Cuts/Bruises
- 11 Twisting/Shaking
- 12 Hair Pulling
- 13 Other Physical Injury
- 14 Mental Injury
- 15 Incest
- 16 Non-Related Sexual Intercourse
- 17 Sexual Exploitation
- 18 Sexual Fondling
- 19 Other Sexual Maltreatment
- 20 Inadequate Nourishment
- 21 Inadequate Shelter
- 22 Inadequate Clothing
- 23 Inadequate Health Care
- 24 Inadequate Supervision
- 25 Locked In/Out
- 26 Educational Neglect
- 27 Dirty/Unsafe Environment
- 28 Lack of Utilities
- 29 Medication Improperly Disseminated

- 30 Withholding Treatment
- 31 Withholding Hydration
- 32 Withholding Nutrition
- 33 Withholding Medication
- 34 Non-Organic Failure to Thrive
- 35 Abandonment
- 97 Not Applicable**

***These values are entered only when the maltreatment has been diagnosed by a physician.**

****This value is entered only when the case disposition is unsubstantiated.**

3. Severity of Maltreatment: Indicates the degree of maltreatment found **for each child victim**.

Values for Severity of Maltreatment:

- 01 No Therapeutic Treatment Provided*
- 02 Treated and Released
- 03 Hospitalized
- 04 Child Deceased
- 97 Not Applicable**

*** Therapeutic treatment includes medical/psychological treatment or diagnosis.**

**** This value is entered only when the case disposition is unsubstantiated.**

4. Secondary Maltreatment Type: Indicates the injury or condition for each child victim which is less prevalent or less severe than the primary maltreatment type.

Values for Secondary Maltreatment Type:

- 01 Brain Damage/Skull Fracture*
- 02 Subdural Hematoma/Hemorrhage*
- 03 Bone Fracture*
- 04 Dislocation /Sprain*
- 05 Internal Injuries*
- 06 Poisoning*
- 07 Forced to Swallow Foreign Substance

- 08 Burns/Scalds
- 09 Severe Lacerations/Bruises/Welts
- 10 Minor Cuts/Bruises
- 11 Twisting/Shaking
- 12 Hair Pulling
- 13 Other Physical Injury
- 14 Mental Injury
- 15 Incest
- 16 Non-Related Sexual Intercourse
- 17 Sexual Exploitation
- 18 Sexual Fondling
- 19 Other Sexual Maltreatment
- 20 Inadequate Nourishment
- 21 Inadequate Shelter
- 22 Inadequate Clothing
- 23 Inadequate Health Care
- 24 Inadequate Supervision
- 25 Locked In/Out
- 26 Educational Neglect
- 27 Dirty/Unsafe Environment
- 28 Lack of Utilities
- 29 Medication Improperly Disseminated
- 30 Withholding Treatment
- 31 Withholding Hydration
- 32 Withholding Nutrition
- 33 Withholding Medication
- 34 Non-Organic Failure to Thrive
- 35 Abandonment
- 97 Not Applicable**

***These values are only entered when the maltreatment has been diagnosed by a physician.**

****This value is entered only when the case disposition is unsubstantiated.**

5. Other Maltreatments: Indicates that **other** maltreatments exist.

Values for Other Maltreatments:

- 01 Yes
- 02 No

6. Victim's Status: Indicates the Agency's involvement with the child at the time the report disposition was made.

Values for Victim's Status:

- 01 Supportive Services Being Provided
- 02 In Substitute Care
- 03 In Custody of Own Home
- 04 Case Closed/Case Not Open

Connectedness: Incident Event 092: Central Registry Registration, Incident Event I04: Investigation Completed, Incident Event I14: Assessment Completed.

EVENT 218: NOTE OF DISPOSITION SENT

Purpose: This Client Event documents that the Agency has notified the alleged perpetrator in writing of the resolution/disposition of the Incident and that their name has been entered in the Central Registry.

Usage: This Client Event is entered when the Agency notifies the alleged perpetrator of the resolution/disposition of the incident and that their name has been entered in the Central Registry.

Event Date: The event date is the date the Agency sends/gives the notification to the alleged perpetrator.

Elements: Not Applicable.

Connectedness: None.

EVENT 214: WRITTEN COMMENTS ON FILE

- Purpose:** This Client Event documents that the alleged perpetrator has submitted comments to the Agency's case file.
- Usage:** This Client Event is entered when the Agency receives written comments to be added to the Agency's case file from an alleged perpetrator regarding his/her involvement in an incident of child abuse and neglect.
- Event Date:** The event date is the date the Agency receives the written comments from the alleged perpetrator.
- Elements:** Not Applicable.
- Connectedness:** None.