**Pre-Service Module: Confirming Safe Environments**

**Section 4: Timeline and Process Requirements for RSE**

**Section Learning Objectives**

By the end of Section 4: Timeline and Process Requirements for RSE, child welfare professionals will be able to:

* Understand your role in implementing Standards
* Apply steps and timeframes

**Section Themes and Key Points**

Below is a summary of the themes and key points covered in this section. This summary is intended to remind learners of the key learning points addressed and assist supervisors / coaches in understanding what was covered in order for them to guide and support the application of learning for new child welfare professionals related to this section.

1. This section establishes that assessment of out-of-home placement is an ongoing requirement. During monthly home visits and contacts, care providers, family members and others must continue to be interviewed and observed to reconfirm that the placement continues to be safe and appropriate.

The Requirements for Reconfirming Safe Environments include:

* CANS
* CPS Report
* Change in Condition
* Household Move
* Placement Danger Threat
1. This section outlines the timeline and process for RSE in Unlicensed Homes, Licensed Homes, Group Homes, and Residential Care:

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| --- | --- | --- | --- |
|  | **Unlicensed Home** | **Licensed Home** | **Group Home & Residential Care** |
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| Timeline* Consider safety at every monthly contact and document the assessment in case notes
* Additional requirements must be completed at least every **six months** that a child is in a placement or at the time of the review of the Permanency Plan, whichever is first.
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| Background Checks* CCAP on all household members aged 17 and over
* Reverse address, Sex Offender Registry check
* eWiSACWIS and CPS records checks only on individuals aged 17 and older who have moved into the placement since the previous confirmation or reconfirmation
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| Assessment of Placement Danger ThreatsContinually reassess via:* monthly face to face contact with household members,
* observation and interviews
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| Risk Management Plan* Continually reviewed and updated
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| Environmental Evaluation* What is the caregiver’s ability to meet the combined needs of all of the children and any other individuals requiring care in the home?
* Are there changes in the child’s CANS assessment? What are the implications regarding the care provider’s ability to meet the child’s needs or the stability of the placement?
* What is the child’s adjustment to and attitude about the placement? What is the child’s overall integration into the placement family?
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| Environmental Evaluation* Facility’s Capacity
* Behaviors of others
* CANS
* Adjustment
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**On-the-Job Application Activities**

Listed in this section is an optional transfer of training activity to support the learner in applying the knowledge acquired during the Confirming Safe Environments: Timeline and Process Requirements for RSE Pre-Service Module to their CPS roles and responsibilities.

This activity is optional and is provided only to aid the child welfare professional and supervisor/coach in supporting transfer of learning from pre-service to the agency. The child welfare professional, with input from their supervisor/coach, may choose to complete this activity or substitute in other activities.

This activity, described below, and a resource section to aid the post-activity supervisor/coach discussion with the child welfare professional follows the description of the activity.

**Option 1: Requirements for Reconfirming Safe Environments Activity**

* Pull out your Ongoing Services Standards.
* If you need to access a copy of the Ongoing Services Standards, you can find them on the DCF website page: <https://dcf.wisconsin.gov/cwportal/policy> in the “Standards” section. If you need help finding them, ask your supervisor/coach for assistance.
* Go to the “Reconfirming Safe Environments of Unlicensed Homes and Foster Care” section. Review the requirements for Reconfirming Safe Environments.
* Note examples of how the CANS assessment could have implications for the RSE review.
* Discuss your findings with your supervisor or coach.

**Resource for Option 1: Requirements for Reconfirming Safe Environments Activity**

This resource section is provided to aid the post-activity supervisor/coach discussion with their child welfare professional after completion of Option 1 related to the Requirements for Reconfirming Safe Environments Activity.

While the child resides in out-of-home care the child welfare professional must, at a minimum, evaluate and confirm the safety of a specific placement every six months or at the review of the Permanency Plan, whichever comes first. The child welfare professional, designee, or other individual identified by agency policy must:

* + Conduct a CCAP records check on all individuals seventeen years of age and older residing in the identified placement home.
	+ Conduct a reverse address Sex Offender Registry check and a CPS records check on any individual seventeen years of age and older that has moved into the identified placement home since the previous confirmation or reconfirmation of safety in the placement environment.
	+ Have face-to-face contact with out-of-home care provider(s) to judge the safety of the placement home by assessing placement danger threats. If a placement danger threat(s) is confirmed, the caseworker must locate another placement home for the child immediately.
	+ Assess the out-of-home care provider’s ability to meet the combined needs of all the children and any other individuals requiring care in the home.
	+ Evaluate changes in the child’s most recent CANS assessment to determine if there are implications regarding the current out-of-home care provider’s ability to meet the child’s needs or the stability of the placement.
	+ Evaluate changes in the current out-of-home care provider’s CANS assessment to determine if there are implications regarding provider’s ability to meet the child’s needs or the stability of the placement.
	+ Evaluate the child’s adjustment to and attitude about the current placement as well as the child’s overall integration into the placement family.
	+ Evaluate the current out-of-home care provider regarding the provider’s ability to support the permanency goal for the child, establish a relationship with the identified permanent placement for the child (unless the current out-of-home care provider is also the identified permanent placement), and establish a relationship with the caseworker/agency.