



STATE OF WASHINGTON  
DEPARTMENT OF SOCIAL AND HEALTH SERVICES  
CHILDREN'S ADMINISTRATION – FIELD OPERATIONS  
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April 4, 2013

TO: Children's Administration All Staff

FROM: Randy Hart, Deputy Assistant Secretary  
Children's Administration

SUBJECT: Update to Monthly visits with child victims of CPS cases open beyond 90 days

The requirement for the assigned CPS worker to conduct monthly visits with child victims of CPS cases open beyond 90 days was implemented March 12, 2013. We have received several requests to consider that another social worker in the unit be allowed to conduct this visit for the assigned social worker. After thoughtful consideration, it would seem that the import of this visit is to assure a child's current safety and there is obviously not the kind of relationship present or expected as there is in monthly health and safety visits. Therefore, *effective immediately*, another case carrying CPS worker may conduct the monthly visits with the child victims **if** the assigned CPS worker receives their supervisor's approval.

This change still requires the alternate CPS worker to make face-to-face contact and assess child safety for alleged victims and follow the visit requirements in the Monthly Visit Policy. While the alternate CPS worker will not have a relationship with the family the focus of the visit should be on assessing child safety.

We continue to expect that the extra resources that have been allocated to the field will increase your ability to close cases and reduce caseloads in CPS. The intent is that these temporary and permanent resources and staff support will greatly reduce the number of required follow up safety visits over 90 days in CPS to the point this policy and this update will be mostly unnecessary.

Attached is an updated Q & A for your convenience. If you have further questions contact Keli Drake, CPS Program Manager, [Keli.Drake@dshs.wa.gov](mailto:Keli.Drake@dshs.wa.gov) or (360)902-7871.

Attachment