



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
CHILDREN'S ADMINISTRATION – FIELD OPERATIONS
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November 10, 2011

TO: Regional Administrators
Deputy Regional Administrators
DCFS Area Administrators
Administrator, Licensed Resources
Area Administrators, Licensed Resources
Children's Administration Staff

FROM: Becky Smith, Director 
Field Operations, Children's Administration

SUBJECT: CHILD SAFETY FRAMEWORK

I am writing to you about implementation of the Child Safety Framework. On November 14, 2011, the Child Safety Framework goes into effect. Over the last four months you have been learning about the core concepts related to this framework and the tools that will support your work.

The FamLink tools that have been updated are Safety Assessment, Safety Plan, Family Assessment, Assessment of Progress and Case Plan. FamLink tools that have been eliminated from use are Reunification Assessment and Transition and Safety Plan. These changes will be available in FamLink starting Sunday, November 13, 2011.

Policies have been updated and a new [Child Safety Section](#) has been added to the Practices and Procedure Manual to support the Child Safety Framework as covered in your Day 3 In-Person Training. An online training resource for policy updates has been added to the Child Safety Framework online trainings. These trainings can be accessed at the following link: [Child Safety Framework Online Training](#).

The new Safety Plan policy includes requirements for assessing suitability and reliability of potential safety plan participants not working in their professional capacity. In response to staff concerns the proposed Background Check policy was revised. The chart below outlines the Background Check requirements for safety plan participants:

Participant Role	Required Check(s)	Disqualify Process	Plan Completion
– Parent present (supervised)	– FamLink Check	– Founded Finding waiver approval process at RA level – FamLink history staff with supervisor	Complete Safety Plan with a Completed FamLink check
– Parent not present (unsupervised)	– FamLink Check – BCCU Check	– Founded finding waiver approval process at RA level – FamLink history staff with supervisor – DSHS Secretary's List of Disqualifying Crimes & Negative Actions	Complete Safety Plan with: – Completed FamLink check – BCCU check requested

To address the increase in workload through implementation, Children's Administration is:

- Temporarily increasing the numbers of days from 45 days to 60 days that CPS has to complete an Investigation. This temporary change is effective November 14, 2011 through February 2012.
- FVS and CFWS social workers will have 6 months to integrate the new Family Assessment/Assessment of Progress and Case Plan for open cases. By May 1, 2012 all open FVS or CFWS cases will require the updated Family Assessment/Assessment of Progress and Case Plan.

To support practice the following requirements are effective November 14, 2011:

- Child safety framework practice and tools will be used on all new cases as per policy.
- Complete the updated Safety Assessment on any child who the department is considering transitioning home.
- All social work supervisors will attend a follow-up session the last week of November to support the implementation of this framework.

Thank you for participating in the training to learn about the Safety Framework. After months of planning and working with the National Resource Center on Child Protection, I am pleased that we are ready to begin using these concepts in our work with the children who depend on us.