Chapter 11

INVESTIGATIONS INVOLVING AN ONGOING CASE

11-1. Coordination with Case Management. In an ongoing services case, a new investigation must be thoughtfully coordinated between the case manager assigned to work with the family and CLS when there is an open court case.

   a. While the investigator will be fully responsible for information collected, analysis and safety determinations, there must be collaboration and teamwork with the case manager. There must be concerted efforts by the investigator and case manager to ensure that information already known is shared and that new information is collected and assessed.

   b. The CPI must contact the case manager when a new report comes in on an ongoing services case. To the extent practical, the investigator will contact the assigned case manager prior to commencement and attempt to schedule a joint home visit to conduct face-to-face interviews with the parents and children.

   c. When the investigator determines that the children are in present danger, the investigator will enact a Present Danger Plan with the family, coordinating with the case manager to the fullest extent possible. The investigator will document the Present Danger Assessment regardless of the determination as to whether present danger exists.

   d. The investigator and case manager will communicate through-out the investigation to discuss information learned and any action(s) required due to the new investigation.


   a. If a child is determined to be impending danger, the case manager is responsible for coordinating with the investigator to schedule a safety planning conference no later than 2 business days for the family’s safety management team to review the sufficiency of the current impending danger safety plan and make any changes needed.

      (1) During the safety planning conference the team will review the agreed upon responsibilities and current safety actions in place and make recommendations for changes in the ongoing monitoring, modification and management of the plan.

      (2) If the existing case is non-judicial, consideration should be given to requiring additional accountability of the parents through dependency proceedings (i.e., from non-judicial to judicial safety and case planning) and/or the need for an out-of-home safety plan to replace an in-home safety plan.

   b. The investigator is required to complete a new FFA-Investigation if the initial investigation which resulted in ongoing services has been closed.

   c. The case manager will complete a Progress Update when the new investigation has been completed when there are any maltreatment findings or when substantial changes to the safety plan must be made.