

## DEPARTMENT OF HUMAN SERVICES

### Social Services Rules

#### PROGRAM AREAS, CASE CONTACTS, AND ONGOING CASE REQUIREMENTS

##### 12 CCR 2509-3

*[Editor's Notes follow the text of the rules at the end of this CCR Document.]*

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#### 7.200 PROGRAM AREAS, CASE CONTACTS, AND ONGOING CASE REQUIREMENTS [Eff. 1/1/15]

##### 7.200.1 PROGRAM AREA 3 - PROGRAM FOR PREVENTION AND INTERVENTION SERVICES FOR CHILDREN, YOUTH, AND FAMILIES AT RISK OF INVOLVEMENT WITH CHILD WELFARE [Eff. 1/1/15]

The Program Area 3 definition is located at 7.000.1, A (12 CCR 2509-1).

- A. Prevention services are voluntary and based on a human services professional decision regarding the family's need and on youth and family choice. Services may include:
1. Services that reduce risk and increase protective factors to decrease the likelihood of child abuse and neglect; or,
  2. Services provided when a child or youth is in conflict with his/her family members, community, or at risk for abuse or neglect and do not meet the definition of unsafe as found in Section 7.000.2, A (12 CCR 2509-1).
- Services cannot be provided when the child's circumstance meets the definition of unsafe as found in Section 7.000.2, A (12 CCR 2509-1).
- B. Intervention services are voluntary and based on a human services professional decision regarding the family's need and youth and family choice. Services may include:
1. Proactive efforts to intervene when the immediate health, safety or well-being of a child is not at-risk; or,
  2. Services provided after a referral has been screened out; or,
  3. Services provided when a case is assessed as not requiring child protection or youth in conflict services and the case is closed; or,
  4. Services provided when a child welfare case has been closed, the child is safe as defined in Section 7.000.2, A (12 CCR 2509-1), and additional supports would improve a family's protective factors and reduce the possibility of recurrence of abuse or neglect.

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**7.200.11 Eligibility Criteria [Eff. 1/1/15]**

**A. County Department**

A county is eligible to provide Program Area 3 prevention and intervention services when the county has a state-approved service delivery plan. The service delivery plan shall be submitted as an addendum to the Core Services Plan and shall include the process for referral and assessment to the prevention and intervention service.

**B. Families, Youth, and Children**

Families, youth, and youth/children are eligible for prevention and intervention services if a child/youth is in conflict with his/her family members, in conflict with the community, or at risk of abuse or neglect and do not meet criteria for a child protection or youth in conflict case.

Families, youth, and children are eligible for prevention and intervention services if a human services professional has determined the family has a need for the service.

**C. Community Agency or Another Division within the County Department**

A community agency or another division within the county department is eligible to refer a family, youth, or child for prevention or intervention services, or to provide services to a family, youth, or child if so stated in the county's state-approved service delivery plan addendum to the Core Services Plan.

**7.200.12 County Responsibilities [Rev. eff. 9/1/15]**

The county department shall be responsible:

- A.** To deliver prevention and intervention services according to the state-approved service delivery plan that is an addendum to the Core Services Plan.
- B.** To ensure community agencies and/or other divisions within the county provide prevention and intervention services according to the state-approved service delivery plan.
- C.** To ensure community agencies and/or other division within the county department refer families, youth, and children to the prevention and intervention service according to the contract with the county Child Welfare Division.
- D.** To ensure community agencies and/or other divisions of human services offer prevention or intervention services according to the contract with the county department.
- E.** To ensure documentation in the approved state automated case management system of the names, age, ethnicity, gender, service provided, and the reason the service ended for families, youth, and children referred for or provided prevention and intervention services.
- F.** To ensure documentation in the approved state automated case management system of all required data elements of each funding source used for prevention and intervention services.
- G.** To follow the rules and requirements governing the specific funding stream the county elects to use to provide prevention and intervention services.
- H.** To follow the rules and regulations promulgated by the State Board of Human Services.

**7.200.13 Funding Sources [Eff. 1/1/15]**

Counties may use any available funding source to provide services under program area three, in accordance with the rules and requirements governing the specific funding stream utilized.

**7.200.14 Referral [Eff. 1/1/15]**

- A. The county department shall provide a referral and intake process wherein all persons have the opportunity to apply for services. In the referral and intake process, the assigned social service staff shall accept applications and screen referrals.
- B. A referral report shall be completed in all appropriate situations, and at a minimum must include:
  - 1. Demographic information.
  - 2. Referring source.
  - 3. Results of initial assessment.
  - 4. Dispositional decision.
- C. The county department, if requested, shall provide the referring source with an explanation of the action taken as a result of the referral.

**7.200.15 Initial Functional Assessment [Eff. 1/1/15]**

An initial assessment by the county department of social services staff shall include:

- A. The appropriateness of referral;
- B. Determining if the case is open in the agency;
- C. Awareness of agency and community resources and their current availability;
- D. Initial assessment of problem and service needs;
- E. Determining if another agency can better serve the client;
- F. Information about risk factors that can be used in making decisions about urgency of service delivery; and,
- G. Determining whether an emergency exists that meets the emergency assistance criteria in accordance with Section 7.601.83 (12 CCR 2509-7).

**7.201 PROGRAM AREA 4 - YOUTH IN CONFLICT [Eff. 1/1/15]**

The Program Area 4 definition and target group information is located at Section 7.000.1, B (12 CCR 2509-1).

**7.201.1 INITIAL ASSESSMENT [Eff. 1/1/15]**

- A. The county department shall respond, either with a face-to-face intervention or by telephone, when notified by the court appointed detention screener or a law enforcement officer, of a child or youth in the custody of a law enforcement agency who is inappropriate for secure detention but cannot be returned home.

- B. The county department shall complete a needs assessment for children or youth who do not require physical restriction but for whom immediate removal from the home appears necessary for his/her protection or the protection of others. The county department shall provide needed services, other than secure detention, such as temporary placement, crisis intervention, or in home services.
- C. A child or youth shall not be removed from the home without police protective custody or hold, a court order, or a signed voluntary placement agreement. Before or at the conclusion of the court-ordered placement (72 hours) or police hold (48 hours), the child or youth shall:
  - 1. Be returned home; or,
  - 2. Remain in court-ordered placement; or,
  - 3. Continue in placement by virtue of a voluntary placement agreement signed by the parents/guardians.

**7.202 PROGRAM AREA 5 - CHILDREN IN NEED OF PROTECTION [Eff. 1/1/15]**

Program Area 5 definition and target group information is located at Section 7.000.1, C (12 CCR 2509-1). Intake information is located at Section 7.101, et.al. (12 CCR 2509-2).

Referral and assessment activities for Program Area 5 are located in Section 7.101, et al. (12 CCR 2509-2).

**7.202.1 PROVISION OF ONGOING CHILD PROTECTION SERVICES (CPS) [Eff. 1/1/15]**

- A. If a safety plan exists, the assigned caseworker and supervisor shall review it as the first step in ongoing services planning.
- B. Ongoing child protection services shall be based on the safety and risk issues identified in the safety assessment tool and plan, risk assessment tool, family social history and assessment summary in the Family Services Plan. Services shall be provided to protect the child(ren) or youth from further abuse or neglect through building parental capabilities and increasing parental involvement. This shall be accomplished in a manner that preserves the family when this can safely be done. When the family from whom the child(ren) or youth were removed cannot safely be preserved, services shall be provided that preserve the child(ren)'s or youth's continuity within the extended family and/or home community when feasible. The child(ren) or youth shall be placed in the least restrictive setting, consistent with the child(ren) or youth's and family's assessed needs. When the child(ren) or youth cannot safely return to the family from whom they were removed, services shall be provided to achieve an alternative permanent plan that provides for a child(ren)'s or youth's safety and well-being in a timely manner.
- C. At the point of case transfer, county departments shall assure pertinent information regarding child safety, permanency, and well-being are translated to the new assigned caseworker. This shall be accomplished through the following methods, based on the nature of the case and the workload ability of the county department:
  - 1. Decision-making meeting involving caseworkers and/or supervisors, family and community providers;
  - 2. Staffing between caseworkers and/or supervisors;
  - 3. Written transfer summary; and/or,

- 4. Documentation in the state automated case management system.
- D. The county department shall complete the safety assessment tool consistent with requirements outlined in Section 7.107.1 (12 CCR 2509-2).
- E. The county department shall complete the risk assessment tool consistent with requirements outlined in Section 7.107.2 (12 CCR 2509-2).
- F. Monthly Contact

The primary purpose for case contacts shall be to assure child safety and well-being and move the case toward achieving identified treatment goals. Documentation in the state automated case management system of at least one monthly contact shall summarize progress toward these goals. In child protection cases in which the children or youth remain in the home and in child protection cases in which the children or youth are placed out of the home, the county department shall have face-to-face and telephone contact with the children or youth and parents and relevant collateral contacts as often as needed (while meeting the minimum expectations below) to reasonably attempt to assure the safety, permanency and well-being of the children.

- 1. A face-to-face contact with a parent, or the guardian to whom the child or youth shall return, or with a child or youth is defined as an in-person contact for the purpose of observation, conversation, intervention or interview about substantive case issues, such as safety, risk and needs assessment, safety and treatment planning that may help to reduce future risk of abuse and neglect, service agreement development and/or progress.
- 2. The primary purposes for contacts with parents are to assess the parent(s) ability to provide safely for the child or youth and make progress toward treatment plan goals. When a child protection case remains open with the county department, the county department shall maintain sufficient contact with parents or the guardian with whom the child or youth resides, or to whom the child or youth shall return, to lead to timely resolution of child safety issues and to move the case toward timely resolution of treatment plan goals. Such contact shall occur at least monthly and at least every other month there shall be face-to-face contact. Such contacts shall occur with parents at least until a motion for termination of parental rights is filed, in cases in which the child is not living in the home or in which it is no longer planned that the child will return home.
- 3. The primary purpose for child or youth contacts is to assure the child's safety and well-being regardless of the reason the case is open with the county department. For in-home cases, the county department shall have at least monthly face-to-face contact with children or youth participating as a child in the case.
- 4. For the frequency of contact of children and youth in out-of-home placement, see Section 7.001.6, B (12 CCR 2509-1).
- 5. For all other types of contacts, the purpose of the contacts shall be determined by the stage of the case, by the level of safety, risk and needs of the case, and according to whether or not the county department representative is the primary service provider. In cases in which there are individuals and/or someone from another or other agencies who has/have the primary therapeutic relationship with the parent and/or the child or youth, these parties may be designated by the county department to fulfill additional contacts beyond the minimum contacts described above when additional contacts are needed to reasonably assure the safety, permanency and well-being of the child(ren) or youth in the case.

6. All case contacts with parents and child(ren) or youth by the county department shall be recorded in the state automated case management system, and shall reflect how the purpose of the visit was accomplished.
  7. In exceptional situations, if the minimum case contacts are not able to be provided by the county in any given month, those reasons shall be documented by the county in the case file.
  8. If direct contact is impossible due to the child's location, the following information shall be documented in the state automated case management system indicating:
    - a. The case circumstances, including why the direct contact is not possible;
    - b. How the contact shall occur to possibly include ICPC, and/or courtesy supervision; and,
    - c. How the county department shall monitor progress.
  9. All case contacts by parties designated by the county department, beyond the minimum contacts described above, to provide assessment, treatment and/or monitoring of the parents and children or youth, shall be recorded in the case file. The county department shall have the responsibility to determine that such needed contacts have occurred.
- G. The county department shall provide courtesy supervision services when requested by another county or state when there is court jurisdiction and such services must continue in order to protect the child or youth. In cases where there is no court jurisdiction, the receiving county shall conduct an assessment to determine if services are needed in order to protect the child or youth. Services shall be provided if indicated. Other services include:
1. The requirement to utilize Interstate Compact on the Placement of Children (ICPC) procedures to obtain courtesy supervision shall not be used by a county to deny a request from another state to provide assessment of a child's safety.
  2. When there is court jurisdiction, ICPC procedures shall be followed by the sending state in order to obtain courtesy supervision of a case in Colorado.
  3. The contacts requirements in Section 7.204, shall apply to cases being provided courtesy supervision when there is court jurisdiction and also for voluntary cases for which it is determined that services are indicated.
- H. If a child protection service client for whom services are still needed moves to another county or state, the county or state of current residence should be notified within ten (10) days and provided with written appropriate, relevant information. Change in venue procedures as outlined in Section 7.304.4 (12 CCR 2509-4), shall be followed. If there is no court order for services, the receiving county shall provide outreach and assessment services up to sixty (60) calendar days. If during the sixty (60) calendar days period it is determined that further services are not indicated or the family is unwilling to accept services, the receiving county shall close the case.
- I. All Program Area 5 cases shall remain in that program area as long as the child or youth is at risk for abuse/neglect and the case plan is to reunify the family. Cases on appeal for termination of parent-child legal relationship shall remain in Program Area 5 until the termination is finalized.

**7.202.2            ONGOING SERVICES FOR CASES OF MEDICAL NEGLECT OF INFANTS WITH DISABILITIES [Eff. 1/1/15]**

The county department shall make available the following services:

**A.            Monitoring Court-Ordered Treatment**

When either the court has ordered or the parent(s) have agreed upon a course of treatment, the county department shall monitor developments to ensure this treatment is provided. When there is a failure to provide treatment, the county department shall notify the court and immediately petition the court to take appropriate action.

**B.            Coordinating With Other Resources**

The county department shall contact agencies that provide services to child(ren) with special needs, and help the parents with referrals to appropriate agencies that provide services for infants with similar disabilities and for their families. Referrals shall be made to agencies with financial resources for costs of medical and rehabilitative services. Information shall be provided regarding parental support groups and community educational resources. This information shall be made available, as is deemed appropriate under the circumstances, whether the county department has taken legal action or not.

**7.203    PROGRAM AREA 6 - CHILDREN IN NEED OF SPECIALIZED SERVICES [Eff. 1/1/15]**

The definition of Program Area 6 is located at Section 7.000.1, D (12 CCR 2509-1). Specific groups and target groups that are included within Program Area 6 are shown below.

**7.203.1            CHILD WITH ADOPTION ASSISTANCE OR RELATIVE GUARDIANSHIP ASSISTANCE [Eff. 1/1/15]**

Requirements for the Adoption Assistance Program and the Relative Guardianship Assistance Program were consolidated into their respective sections.

A.            The Adoption Assistance Program is located in Section 7.306.4 (12 CCR 2509-4).

B.            Relative Guardianship Assistance is located in Section 7.311 (12 CCR 2509-4).

**7.203.2            CHILD WITH MEDICAID ONLY SERVICES [Eff. 1/1/15]**

**7.203.21           Target Groups [Eff. 1/1/15]**

A.            Children in foster care who have been determined Title IV-E eligible and have moved into or out of Colorado.

B.            Children for who an adoption assistance agreement is in effect and who have moved into or out of Colorado. See Section 7.306.4 (12 CCR 2509-4) for details regarding children with adoption assistance.

C.            Children with a Title IV-E Relative Guardianship Assistance agreement with a payment in effect and who have moved into or outside of Colorado.

- D. Children eligible for Home and Community Based Services or Home Health Care Services as defined in Section 8.500 of the Department of Health Care Policy and Financing's Medical Assistance rules (10 CCR 2505-10). Children enrolled in the Home and Community Based-Developmentally Disabled Waiver Program administered through Community Centered Boards and the Department of Human Services, Developmental Disabilities.

**7.203.22 Intake/Assessment [Eff. 1/1/15]**

For children and youth moving to Colorado, the county department shall:

- A. Verify from the Interstate Compact on the Placement of Children (ICPC) request from the sending state that the child or youth is eligible for IV-E foster care from the state of origin.
- B. For adopted children and youth, include a copy of the Interstate Compact on Adoption and Medical Assistance (ICAMA) form and the adoption assistance agreement in the child's file or provide a copy of the Guardianship Assistance agreement.
- C. Enter information about the child or youth into the state automated case management system and verify that a Medicaid card has been sent to the foster care provider, the adoptive parent, or the guardian.
- D. Notify the foster care provider, the adoptive parent, or the guardian using the SS-4 Form that the child or youth is eligible for Medicaid only services from Colorado. In addition, advise the provider to notify the county department if foster care is stopped by the originating state or of any change of address. In the case of an adopted child or youth, or those with a guardian, advise the adoptive parent or guardian to notify the county department and the state of origin of any change of address.
- E. Verify annually from the state of origin that the child or youth is eligible for Medicaid.

**7.203.23 Procedures for Children Eligible for Home and Community Based Services or Home Health Care Services [Eff. 1/1/15]**

- A. The county department shall open a case Home and Community Based when an application for Home and Community Based Services (HCBS) or Home Health Care Services is completed. The county department shall provide services as required in Section 8.500 of the Department of Health Care Policy and Financing's Medical Assistance rules (10 CCR 2505-10) for children in Home and Community Based Services or Home Health Care Services Programs.
- B. The county department shall close the case on the state automated case management system no later than the end of the month following the month that the child begins to receive services from the case management agency unless the child remains eligible for services under Program Areas 4 or 5.

**7.203.3 CHILDREN WHOSE DISPOSITION IS NO LONGER REUNIFICATION WITH FAMILY [Eff. 1/1/15]**

The target group includes children for whom all efforts at reunification with the family are exhausted. The parent-child legal relationship may or may not be terminated.

**7.203.31 Eligibility [Eff. 1/1/15]**

- A. A child shall be eligible for services in this target group only if he/she has prior eligibility in another target group and has a permanent plan other than reunification.



- B. Children in this target group shall receive services as addressed in the placement services, relative guardianship, legal guardianship, relinquishment, independent living, and adoption sections of these rules. Contact requirements for these children shall be in accordance with Section 7.001.6 (12 CCR 2509-1). These contacts shall be documented in the state automated case management system.

**7.203.32 County Department Procedures [Eff. 1/1/15]**

- A. The county department shall document in the case file all efforts at reunification for the children in this target group.
- B. The county department shall ensure that the Family Services Plan contains a plan for permanent placement with a relative, adoption, relative guardianship or legal guardianship/permanent custody, or other planned permanent living arrangement, as appropriate (see Section 7.301.24, N; 12 CCR 2509-4).
- C. When the permanent plan is not adoption the county department shall document in the case file why adoption is not appropriate.

**7.203.4 YOUNG ADULTS WHO HAVE EMANCIPATED FROM FOSTER CARE [Eff. 1/1/15]**

Participation in Independent Living programs is voluntary for this population of emancipated young adults, ages eighteen (18) to twenty-one (21), who were in out-of-home care on their 18th birthday and who are in need of continuing support and services toward becoming self-sufficient.

**7.203.41 Eligibility [Eff. 1/1/15]**

Emancipated young adults, ages eighteen (18) to twenty-one (21), who were in out-of-home care on their 18th birthday are eligible to receive independent living services to assist them as they continue the transition to adulthood. Services may include independent living assessment, case planning, transitional services, room and board, and other services as identified in the county Title IV-E Independent Living Plan (see Section 7.305).

**7.203.42 County Department Procedures [Eff. 1/1/15]**

- A. The county department of social services shall document in the case file the independent living services provided.
- B. The county department of social services shall complete the Independent Living Plan as a part of the Family Services Plan.
- C. Minimum contact requirements are to be determined by the participant and caseworker, but shall be quarterly, face-to-face, at a minimum to determine appropriateness of services and continued need of the participant.

**7.204 CASE CONTACT REQUIREMENTS [Eff. 1/1/15]**

The primary purposes for case contacts shall be to assure child safety and well-being and move the case toward achieving identified treatment goals regardless of the reason the case is open. For Program Areas 4, 5, and 6, and in cases in which children and youth remain in the home or are placed out of the home, the county department shall have face-to-face and telephone contact with the children and youth, parents, and relevant collateral contacts as often as needed to assure the safety, permanency and well-being of the children.

Case contacts shall be documented in the state automated case management system. Minimum contact requirements are as follows:

A. Program Areas 4, 5, and 6 In-Home Services

The county department shall have at least monthly face-to-face contact with the child or youth. The county department shall have at least monthly face-to-face or telephone contact with the parent, parent surrogate or guardian, with face-to-face contact occurring at least every other month.

B. Program Areas 4, 5, and 6 Out-of-Home Placement Services Concerning Children and Youth in Colorado

The primary caseworker, that caseworker's supervisor, or the designated visitation caseworker for each child or youth in out-of-home placement for whom the county department has responsibility shall have face-to-face contact with that child or youth at least once every calendar month.

The "designated visitation caseworker" is an individual assigned responsibility for visiting the child or youth. The visitation caseworker may be a caseworker employed by the county department or another county department; a caseworker or contract caseworker in another state; or, a professional within the state who meets the qualifications listed at Section 7.602 and training listed at Section 7.603 (12 CCR 2509-7).

The name and role of the visitation caseworker assigned responsibility for visiting the child or youth shall be recorded in the assigned screen of the state automated case management system and shall be updated if there is a change in the visitation caseworker. There shall be only one designated visitation caseworker for a child or youth at any one time.

Contact shall occur at a minimum of two face-to-face visits with the child or youth during the first thirty (30) days following the out-of-home placement, at least one of which shall be in the out-of-home placement, and a minimum of monthly face-to-face contact with the child or youth after the first month. A portion of every face-to-face contact shall occur out of the presence of the provider for the child or youth. No less than every other month, contact shall occur in the out-of-home placement where the child or youth resides and shall include visual assessment of where the child or youth sleeps.

The majority of monthly face-to-face contacts in a year shall occur in the child or youth's out-of-home placement. For children and youth in out-of-home placement, this is their place of residence. The child or youth shall be visited in his/her out-of-home placement during the first thirty (30) days of out-of-home placement and at least every other month while in out-of-home placement.

These requirements apply to children and youth for each month in which they spend more than half of the days of the month in out-of-home placement.

Children and youth designated as runaways who are in the county department's custody are included in the population of children and youth for whom the case contact requirements apply.

The caseworker who visits the child or youth shall have working knowledge of the case, including having conducted a recent review of contacts information in the state automated case management system prior to making a visit. The caseworker completing the visit shall record all contacts in the state automated case management system.

The designated visitation caseworker shall not have specific supervision responsibilities for the private placement facility where the child or youth is placed, nor shall the visitation caseworker be an employee of the placement facility where the child or youth is placed.

**C. Program Areas 4, 5, and 6 Out-of-Home Placement Services Out of Colorado Concerning Children and Youth**

The primary caseworker, that caseworker's supervisor, or the designated visitation caseworker or that caseworker's supervisor, for each child or youth in out-of-home placement out of Colorado shall have face-to-face contact with that child or youth at least once every calendar month.

For cases governed by the Interstate Compact on the Placement of Children (ICPC), the assigned or contracted caseworker in the state where the child or youth is placed may be the designated visitation caseworker. The Colorado caseworker assigned to the case shall document the designated visitation caseworker's visits in the state automated case management system if there is documentation in the case file from the designated visitation caseworker that describes the date, place, and content of the visit with the child or youth for cases governed by ICPC. If there is an out-of-state designated visitation caseworker, that person shall use other means than review of the state automated case management system to assure that he or she has current working knowledge of the case at the time visits are made to the child or youth. A written report on the contact shall be requested by the custodial agency.

**D. Program Area 5 Out-of-Home Placement Concerning Parents**

While a child or youth remains in out-of-home placement, the county department shall have at least monthly contact with the parent, parent surrogate or guardian, with face-to-face contact occurring at least every other month. Such contacts shall occur until a motion for termination of parental rights is filed, or until "Return Home" is no longer the primary permanency goal.

**E. Program Areas 4 and 6 Out-of-Home Services**

While a child or youth remains in out-of-home placement, the county department shall have at least monthly face-to-face or telephone contact with the parent, parent surrogate or guardian. Such contacts shall occur until a motion for termination of parental rights is filed, or until "Return Home" is no longer the primary permanency goal.

**F. Finalized Subsidized Adoption Services**

Contact shall occur every three (3) years through face-to-face, real-time video resources, telephone, electronic mail or mail.

**G. Other Groups**

For children or youth who are eligible for Home and Community Based Services or Home Health Care services, the contact requirements are a minimum of one face-to-face or telephone contact with the child or youth and family every six (6) months. At least one of the contacts annually must be face-to-face.

**H. Contact Exceptions**

If direct contact is impossible due to the child's location, the following information shall be documented in the state automated case management system indicating:

1. The case circumstances, including why the direct contact is not possible;

2. How the contact shall occur to possibly include ICPC, and/or courtesy supervision; and
3. How the county department shall monitor progress.

**7.205 CASE CLOSURE [Eff. 1/1/15]**

- A. When there is no court jurisdiction and at least one of the following are met, services shall be terminated and the case shall be closed.
  1. Specific program eligibility criteria are not met.
  2. Client no longer needs the service.
  3. Client has died.
  4. Services are completed.
  5. The child reaches his/her 21st birthday.
- B. The worker shall document the following in the case record:
  1. Reason(s) for case closure.
  2. A summary of services provided, which includes progress made toward stated goals.
  3. An assessment of risk of further child abuse or neglect for Program Area 5 cases.
- C. The county department shall close a case in the state automated case management system no later than ninety (90) days after the last direct client contact. The county department shall assure the case is closed in the automated system as prescribed by the State.
- D. The county department shall close a case in the state automated case management system if there has been no direct client contact with the child and parents for ninety (90) calendar days despite the repeated efforts of the county department to maintain contact.
- E. Exceptions to the ninety (90) calendar day limit may be necessary in cases where the county department has custody of the child. In such cases the county department shall document efforts to terminate county custody or document why such efforts are not in the best interest of the child.

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**Editor's Notes**

**History**

Sections 7.202.62.A-F eff. 09/01/2007.  
Sections 7.202.3-4; 7.202.51-52; 7.202.54-57 emer. rules eff. 08/01/2008.  
Sections 7.202.3-4; 7.202.51-52; 7.202.54-57 eff. 10/01/2008.  
Section 7.202.55. eff. 11/01/2008.  
Sections 7.202.3-4, 7.202.5, 7.202.53-54, 7.202.62 emer rules eff. 11/07/2008.  
Sections 7.202.3-4, 7.202.5, 7.202.53-54, 7.202.62 eff. 01/01/2009.  
Section 7.202.52 emer. rule eff. 01/01/2009.  
Sections 7.202.52, 7.203.2-7.203.32 eff. 02/01/2009  
Sections 7.203.1-4 eff. 02/01/2010.

Sections 7.202.61-62 eff. 06/01/2010.

Sections 7.202.4, 7.202.51.C, 7.202.57.D emer. rules eff. 12/03/2010.

Sections 7.200.1, 7.202.4, 7.202.51.C, 7.202.57.D, 7.202.604-607, 7.202.608.E eff. 03/02/2011.

Sections 7.203.2, 7.203.31-32 eff 04/01/2012.

Sections 7.202.4.E, 7.202.4.G eff. 07/01/2012.

Sections 7.202.75-7.202.8 emer. rules eff. 07/13/2012.

Sections 7.203.31, 7.203.42 emer. rules eff. 09/07/2012.

Sections 7.202.75-7.202.8 eff. 10/01/2012.

Sections 7.203.31, 7.203.42 eff. 12/01/2012.

Sections 7.202.1-7.202.532, 7.202.534-7.202.71, 7.202.72, 7.202.74-7.202.75 eff. 03/02/2013.

Section 7.200.3 eff. 08/01/2013.

Sections 7.200-7.200.13 eff. 01/01/2014.

Entire rule eff. 01/01/2015.

Section 7.200.12 eff. 09/01/2015.