Use Case Specifications

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| **Use Case Title** | **Child Welfare History Request** |
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| **Version #** | 1.0 |
| **Date** |  |
| **Agency Submitting** | Juvenile Assessment Center/Senate Bill (SB) 94 pre-trial staff |

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| **Description of Incident or Event:** | ***[Discuss the events that led to the issue including initial point of contact/agency; other agencies or organizations, i.e. ‘What Happened?’]***  A youth is brought to the JAC (or SB 94 if no JAC available) by law enforcement and a decision needs to be made about release to parent and/or need for ongoing services by SB 94 (case plan development). |
| **List all agencies and organizations that are involved in the event:** | ⌧ Child Welfare 🞏 Juvenile Court 🞏 Human Services 🞏 Child Protection  🞏 Probation 🞏 Public Health 🞏 Substance Abuse 🞏 Education (public schools)  🞏 Mental Health 🞏 DYC ⌧ JAC/CMP 🞏 Health (Medical)  ⌧ SB94 🞏 Diversion ⌧ Juvenile ⌧ Parent/Guardian  🞏 Behavioral Health ⌧ Law Enforcement |
| **Flow of the Event** | |
| Provide an outline or ‘flow’ of the basic incident from beginning to end.    **Note**: Attach any forms used for data collection by your agency or organization that may have received when the youth became involved with your agency or organization. | ***Describe who else in your agency or organization became involved, how were other agencies, organizations, individuals brought into the process. Discuss from initial point of contact through conclusion of the process.***  The case is initiated by a delinquent action of a youth resulting in an arrest by a law enforcement officer and a need for a SB 94 Screen for possible detention.   1. Youth was involved in a delinquent action – has contact with law enforcement. 2. Law enforcement – Parent Contacted 3. Youth is brought to JAC by law enforcement 4. JAC/SB 94 staff conducts detention screen 5. Youth is screened for release to parent. 6. Parent consents to contact with social services.    1. Youth released to parent. 7. JAC/SB 94 staff requests copy of child welfare history record from human services/child welfare division. 8. Case plan to be developed. |
| **Alternative Path 1**  Please describe if the above incident could take another path or’ flow’ if the youth’s actions are different – such as if there was a controlled substance involved; or if there was a violent action; or if it was discovered that the youth has a mental health issue. | ***Please provide that information including any other agencies and potential outcomes as a result of the alternative path.*** |
| Alternative Path 2 |  |
| Alternative Path 3 |  |

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| **Privacy / Consent Requirements**  Provide any forms signed giving permission to share the information – by youth, parent or any other agency or organization | ***Provide any conditions that must be in place prior to sharing the information received by your agency such as: Youth must have gone through and completed an intake; Youth was adjudicated and referred to our program by the court.***  Parent agrees to JAC/SB 94 staff contact and review of child welfare history records. Parent signs consent for release of child welfare history records to the JAC/SB 94 staff. |
| **Special Requirements**  Are there any special considerations with this event? | ***Examples: if the youth is 15 years of age or over, they can sign their own consent forms / release of information forms without notification to parents/guardians.***  No |
| **Outstanding Issues**  Outstanding issues are issues that have arisen with this event that have not had a clear path or process for your agency, other agencies or youth / family due to the circumstances. | ***Example: If the school refers a youth for an assessment and the youth does not agree to share the outcome of the assessment with the school (does not sign consent to share information), how is this resolved with the school?*** |

Forms to attach:

* JDSAG (Juvenile Detention Screening and Assessment Guide)
* Standardized Consent Form