Reconfirming Safe Environments

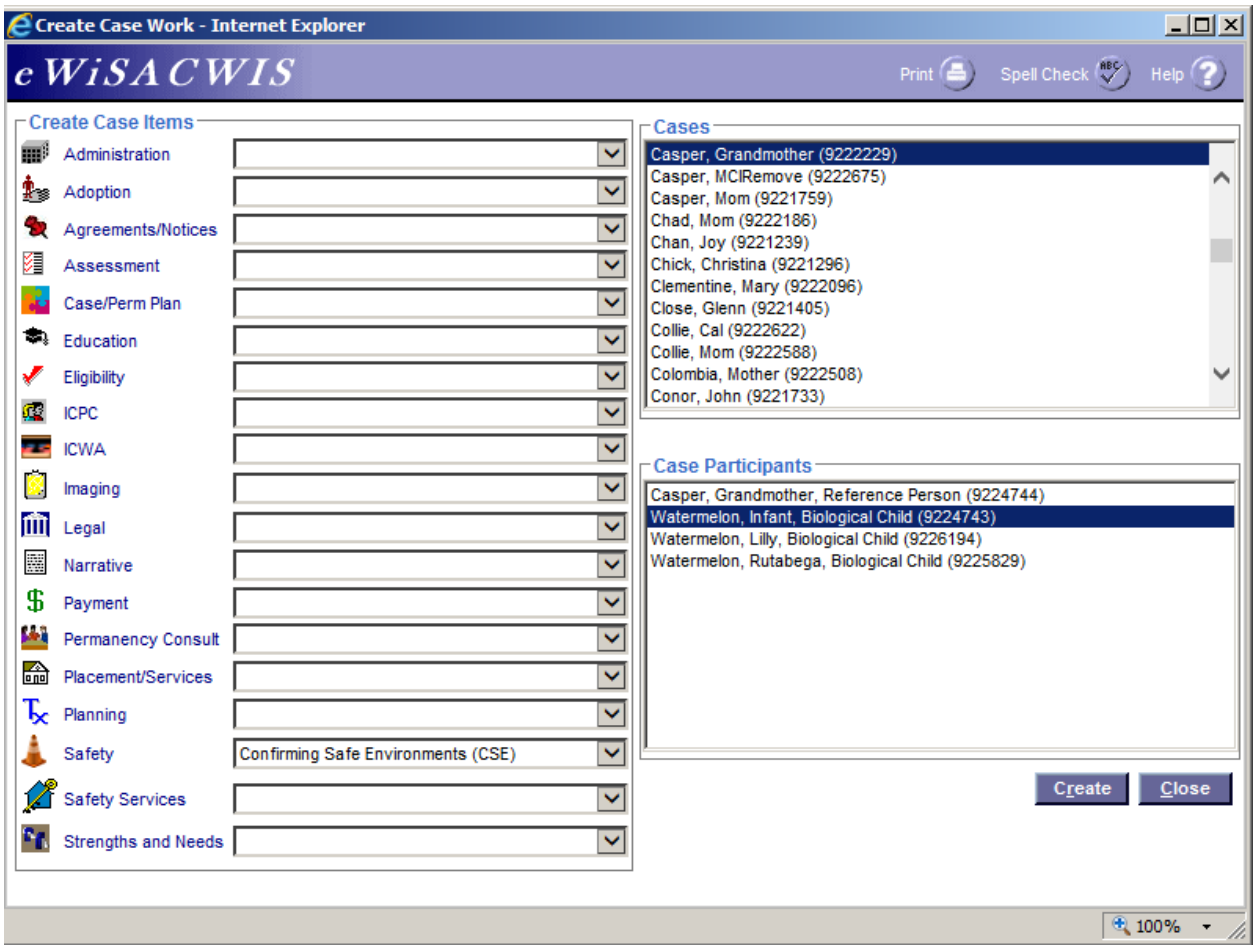
Note: In order to create a Reconfirming Safe Environments (RCSE), an assignment to the case is needed.

Note: There are three different types of RCSEs: Licensed Foster Homes, Unlicensed Placements, and Group Homes and Residential Care Centers (RCCs). In order to create a RCSE, the following 3 steps are the same for each type of RCSE.

1. From the desktop, go up to Create > Case Work or click the Case Work hot button

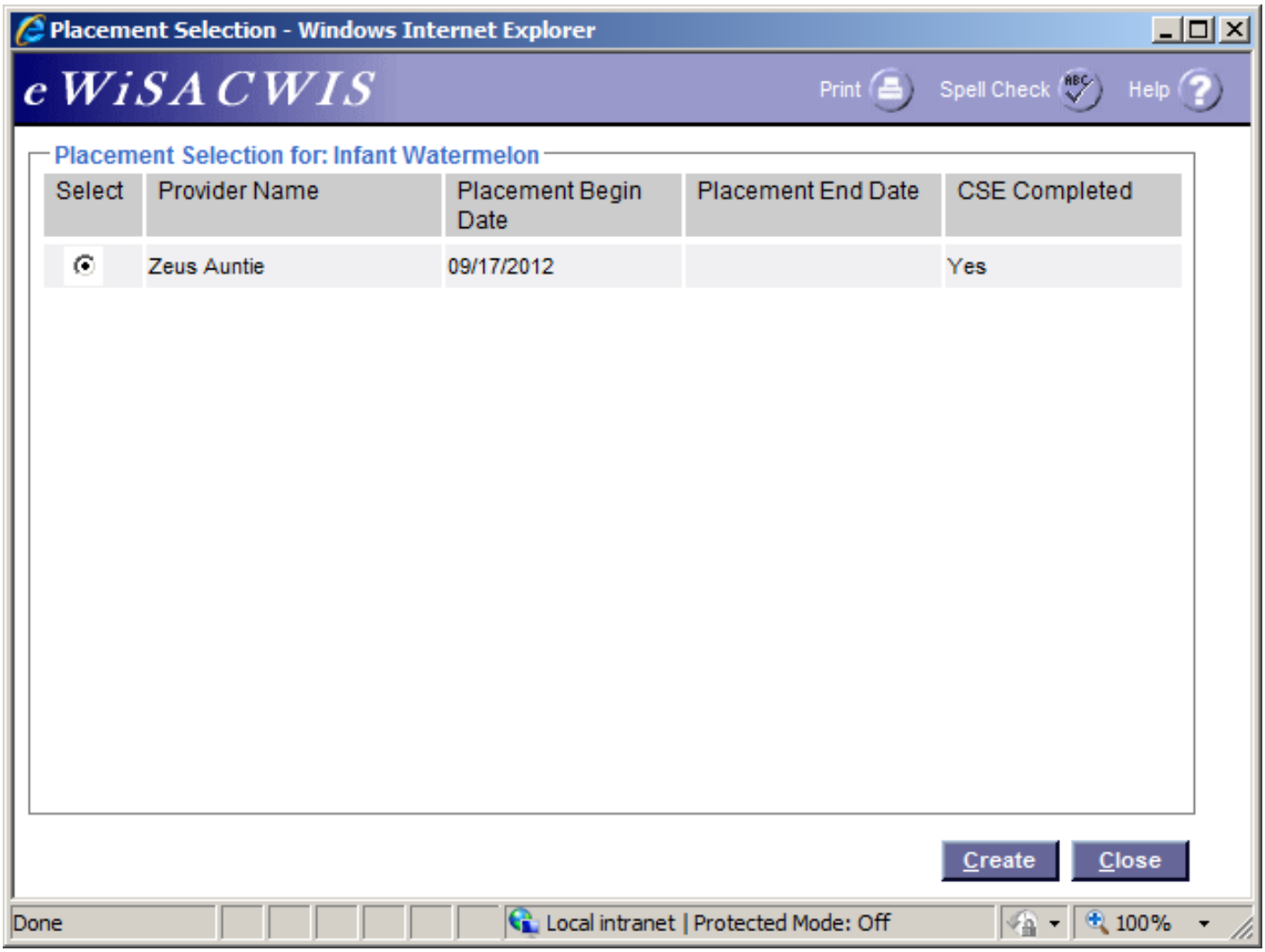
. This will open the Create Case Work page.

2. On the Create Case Work page, select Confirming Safe Environments (CSE) from the Safety drop-down. Select the appropriate case and case participant. Click the Create button. This will open the Placement Selection page.



3. On the Placement Selection page, select the placement to associate the Reconfirming Safe Environments to. Each record in the Placement Selection group box indicates the Provider Name, Placement Begin Dates, Placement End Date, and if the CSE has already been completed. Click the Create button to open the Reconfirming Safe Environments page.

   Note: In order to create a RCSE, an approved Confirming Safe Environment (CSE) must exist. The CSE Completed column indicates whether an approved CSE exists.



Licensed Foster Home Placement

1. When the Reconfirming Safe Environments – Foster Home – Licensed page opens, the General Information group box displays a hyperlink with the child's name and person ID, which launches the Person Management page for the child, and a hyperlink with the provider's name and provider ID, which launches the related Home Provider page. The Type of Placement displays the Placement Setting and the Placement Begin Date and Placement End Date display the related fields from the associated Out of Home Placement. If the placement is currently open, the Placement End Date field is blank.

2. The first tab of the Reconfirming Safe Environments – Foster Home – Licensed page is the Reconfirming tab. This tab displays general information about the child's placement, CANS, background checks, and Environment Evaluation. The Reconfirming Effective Date is required and cannot be prior to a previous Reconfirming Effective Date.

3. The Child & Adolescent Needs & Strengths (CANS) group box will pre-fill from the CANS associated with the placement (if results are available).

4. In the Background Checks group box, select the Yes or No radio button to indicate if an individual seventeen years of age or older moved into the current placement home.

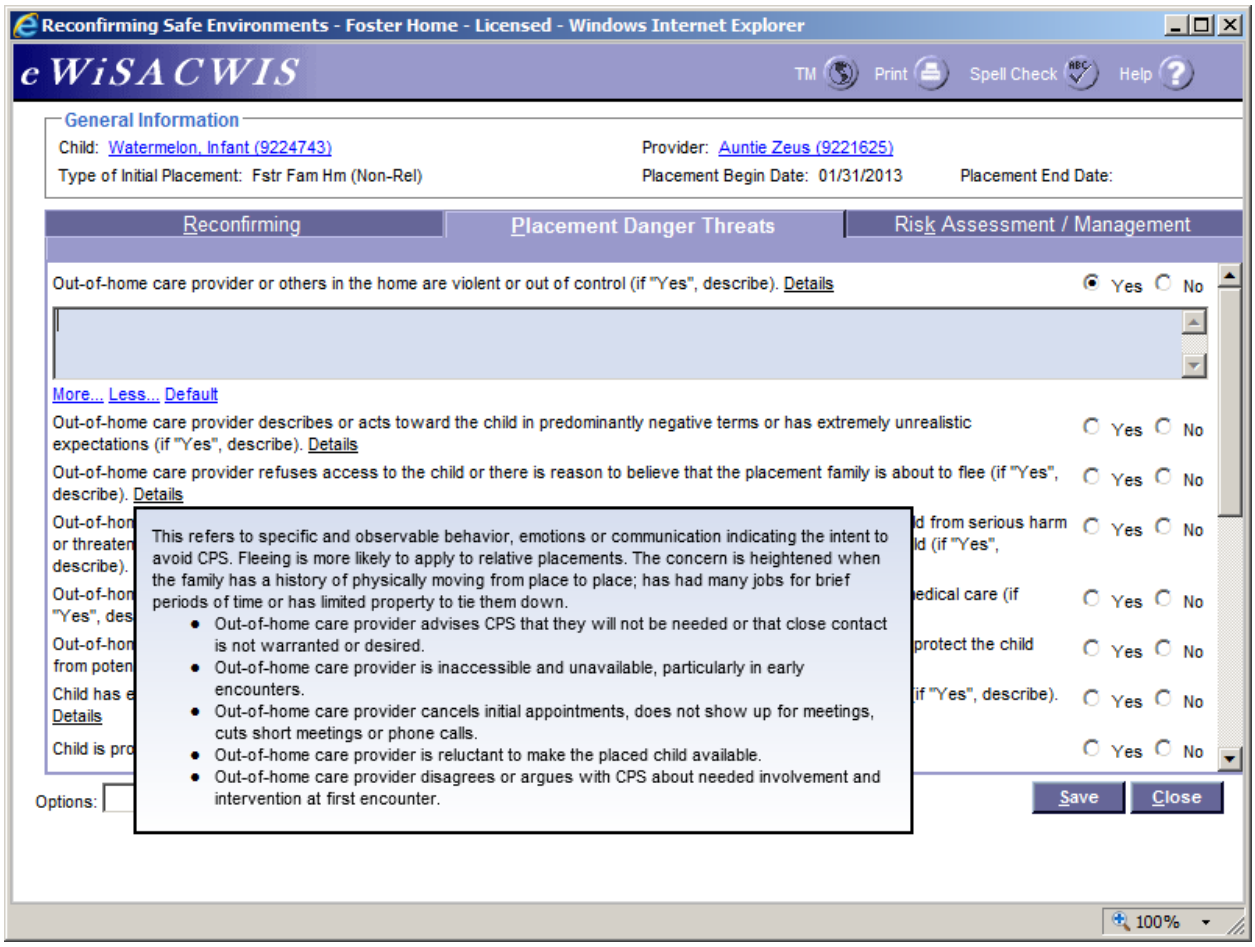
5. Select the Yes or No radio button to indicate if "An adult in the home has a criminal record (CCAP check)" and enter the appropriate date in the Date Completed field. If Yes, enter narrative in the required Results and describe and justify why this caregiver is able to provide safe, stable care for this child. Clicking the Consolidated Court Automation Programs (CCAP) hyperlink will open the associated website.

6. Select the Yes or No radio button to indicate if "An adult in the home has background check information." If Yes is selected, then select the appropriate radio button to indicate whether there are concerns based on the background information.

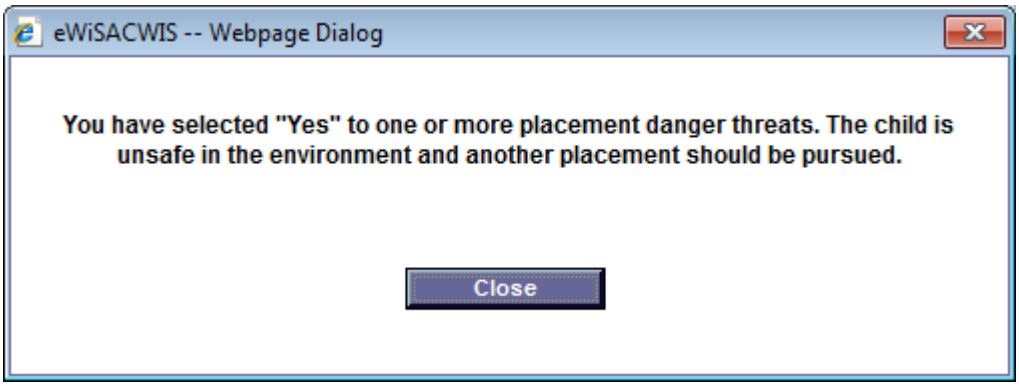
7. In the Environment Evaluation group box enter an appropriate narrative in the required text fields.

8. Click on the Placement Danger Threats tab. Select the Yes or No radio button for each placement danger threat. If a placement danger threat is identified with a Yes response, then provide a narrative description in the required text field that is opened.

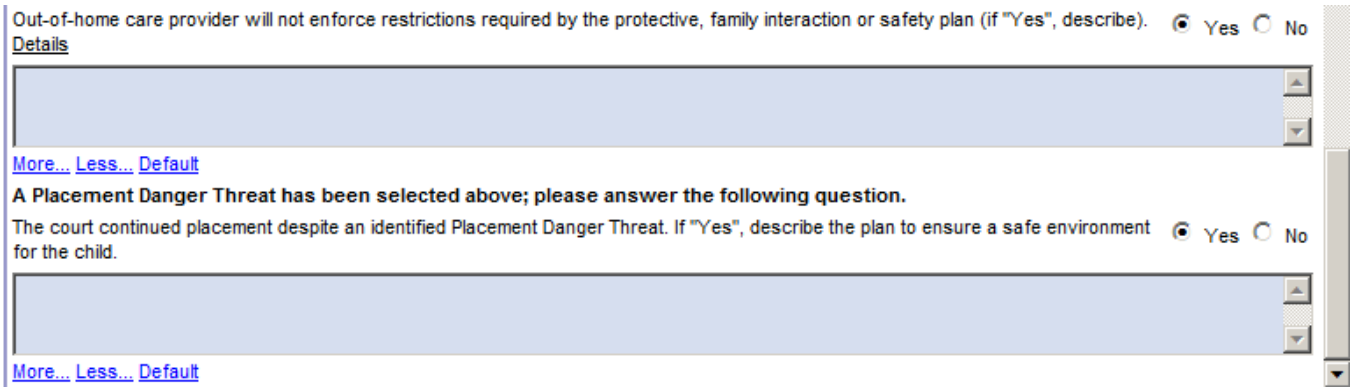
9. A Details flare is available next to each placement danger threat to display the definition specific to the item.



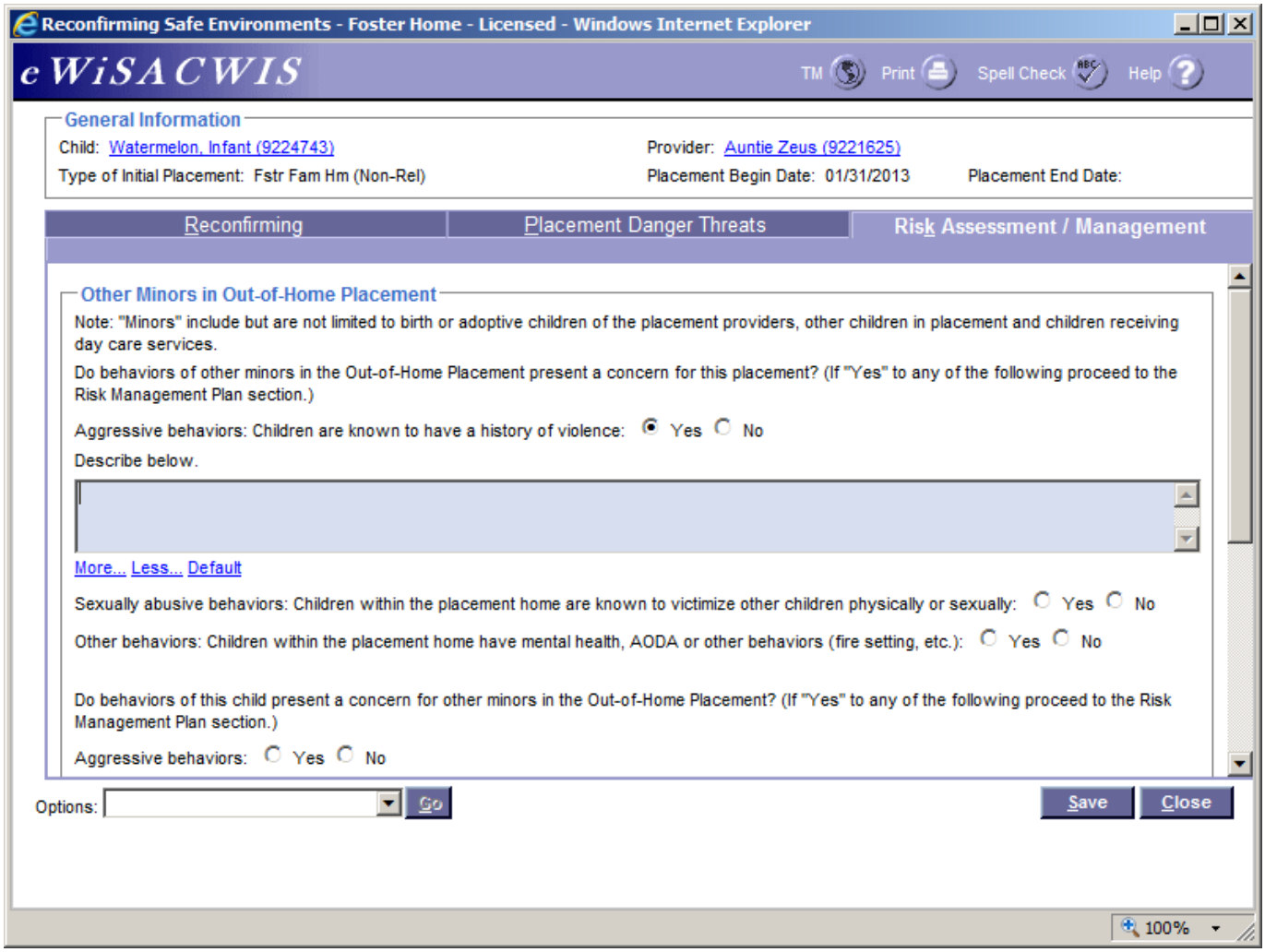
10. A message will display on the first instance a Yes is selected on the Placement Danger Threats tab. Click the Close button to close the message.



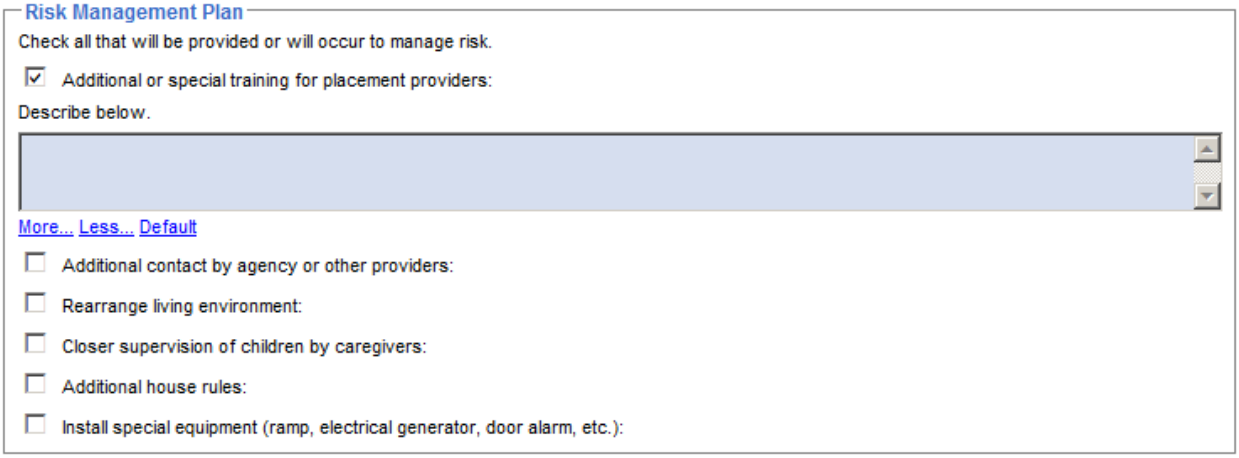
11. When one or more placement danger threat has been selected on the page, select either Yes or No for the question, "The court continued placement despite an identified Placement Danger Threat. If Yes, describe the plan to ensure a safe environment for the child." If Yes is selected, enter narrative in the associated text box.



12. Click on the Risk Assessment/Management tab. Select the Yes or No radio button for each of the behaviors for other minors in the out-of-home placement. If Yes is selected for any of the behaviors, proceed to the Risk Management Plan section.



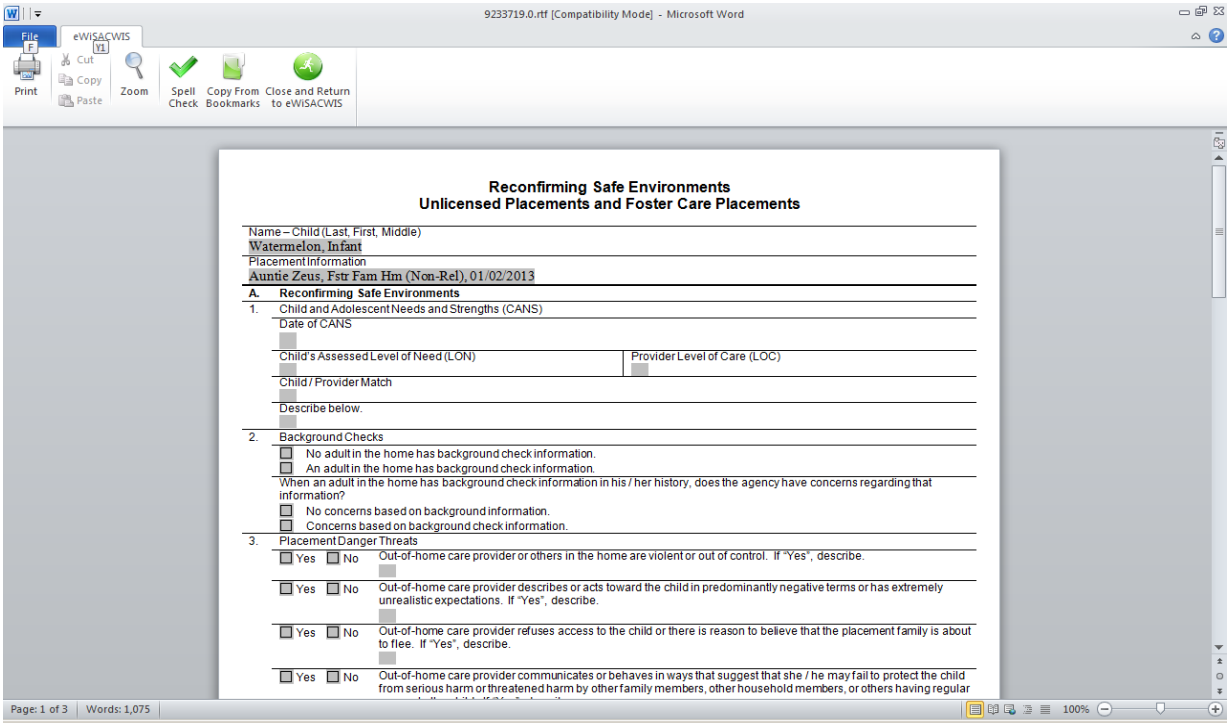
13. In the Risk Management Plan group box, check all the items that apply. If an item is checked, enter an appropriate description in the required narrative text field displayed.



14. Click the Save button to save the information entered on the page.

15. To launch the associated RCSE template, in the Options drop-down (from any tab), select Reconfirming Safe Environments. Click Go.

16. Click the Print icon to print the RCSE template. Click the Close and Return to eWiSACWIS to close the RCSE template and return to the RCSE page.



17. To approve the RCSE, in the Options drop-down (from any tab), select Approval and click Go. On the Approval History page, select the Approve radio button in the Approval Decision group box and click the Continue button to return to the Reconfirming Safe Environments – Foster Home – Licensed page. On the Reconfirming Safe Environments – Foster Home – Licensed page, click Save and Close.

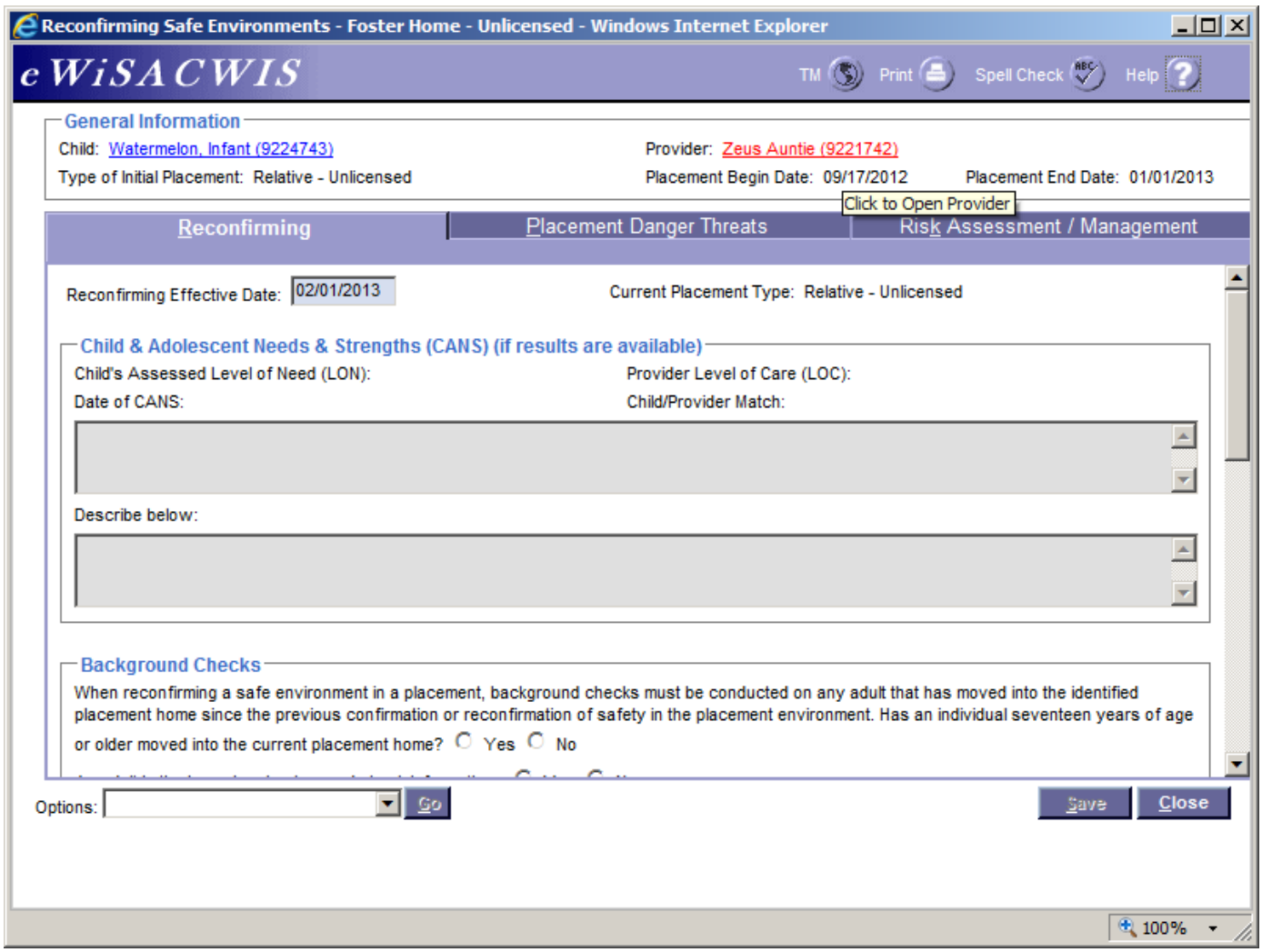
18. Once saved, a Reconfirming Safe Environments hyperlink will display beneath the associated CSE, under the Safety icon. Click the hyperlink to open the corresponding RCSE.

Unlicensed Placement

1. When the Reconfirming Safe Environments – Foster Home – Unlicensed page opens, the General Information group box displays a hyperlink with the child's name and person ID, which launches the Person Management page for the child, and a hyperlink with the provider's name and provider ID, which launches the related Home Provider page. The Type of Placement displays the Placement Setting and the Placement Begin Date and Placement End Date display the related fields from the associated Out of Home Placement. If the placement is currently open, the Placement End Date field is blank.

2. The first tab of the Reconfirming Safe Environments – Foster Home – Unlicensed page is the Reconfirming tab. This tab displays general information about the child's placement, CANS, background checks, and Environment Evaluation. The Reconfirming Effective Date is required and cannot be prior to the placement date or the previous Reconfirming Effective Date.

3. The Child & Adolescent Needs & Strengths (CANS) group box will pre-fill from the CANS associated with the placement (if results are available).

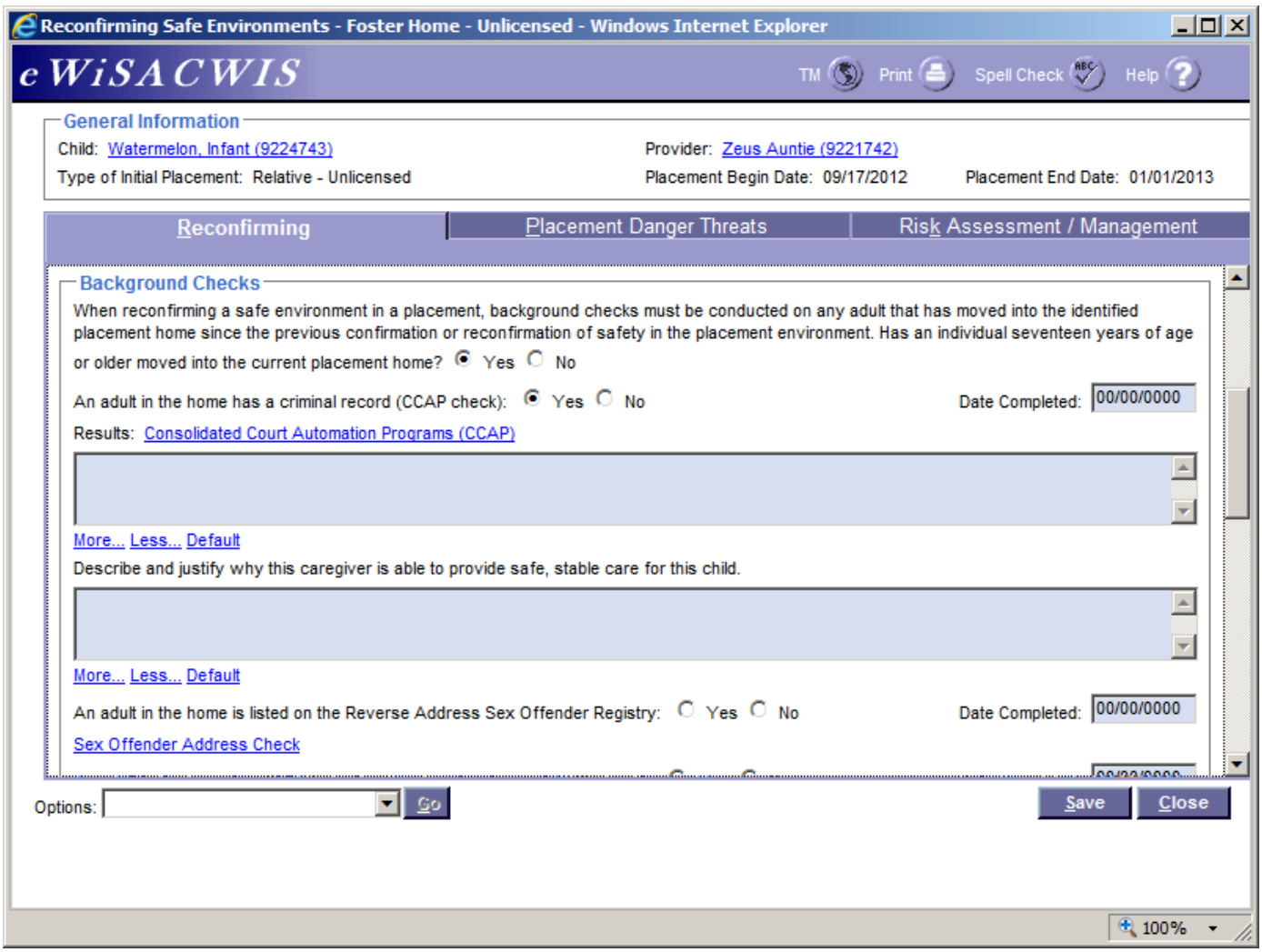


4. In the Background Checks group box, select the Yes or No radio button to indicate if an individual seventeen years of age or older moved into the current placement home.

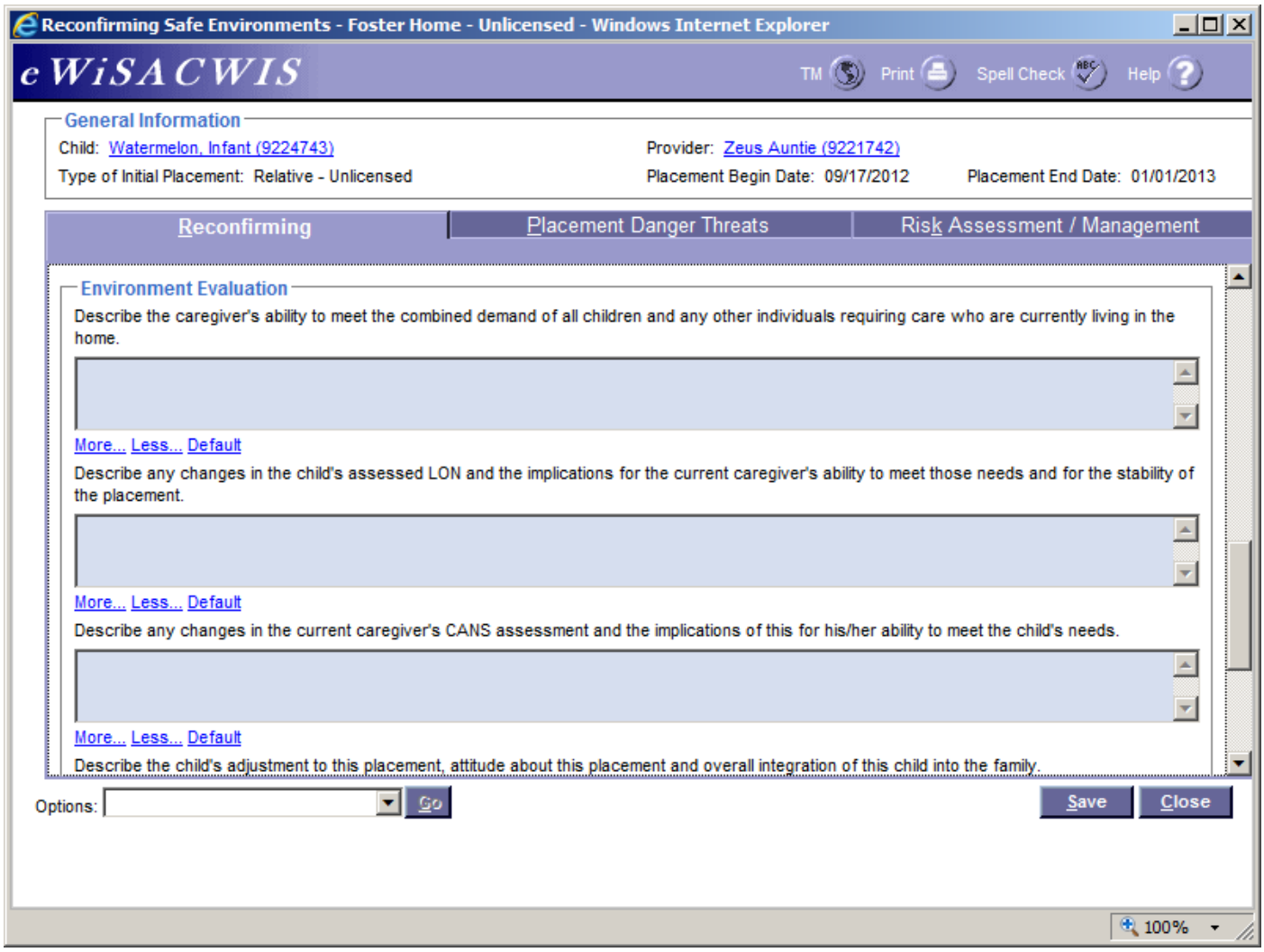
5. If No is selected indicate if "An adult in the home has a criminal record (CCAP check)" and enter the appropriate date in the Date Completed field. If Yes is selected also indicate if "An adult in the home is listed on the Reverse Address Sex Offender Registry" and if "An adult in the home has Child Protective Services involvement (CPS check) and enter the appropriate date in the Date Completed field.

6. If Yes is selected for any of the background check questions enter a narrative in the required Results and "Describe and justify why this caregiver is able to provide safe, stable care for this child." text fields displayed.

7. Select the Yes or No radio button to indicate if "An adult in the home has background check information." If Yes is selected, then select the appropriate radio button to indicate whether there are concerns based on the background information.

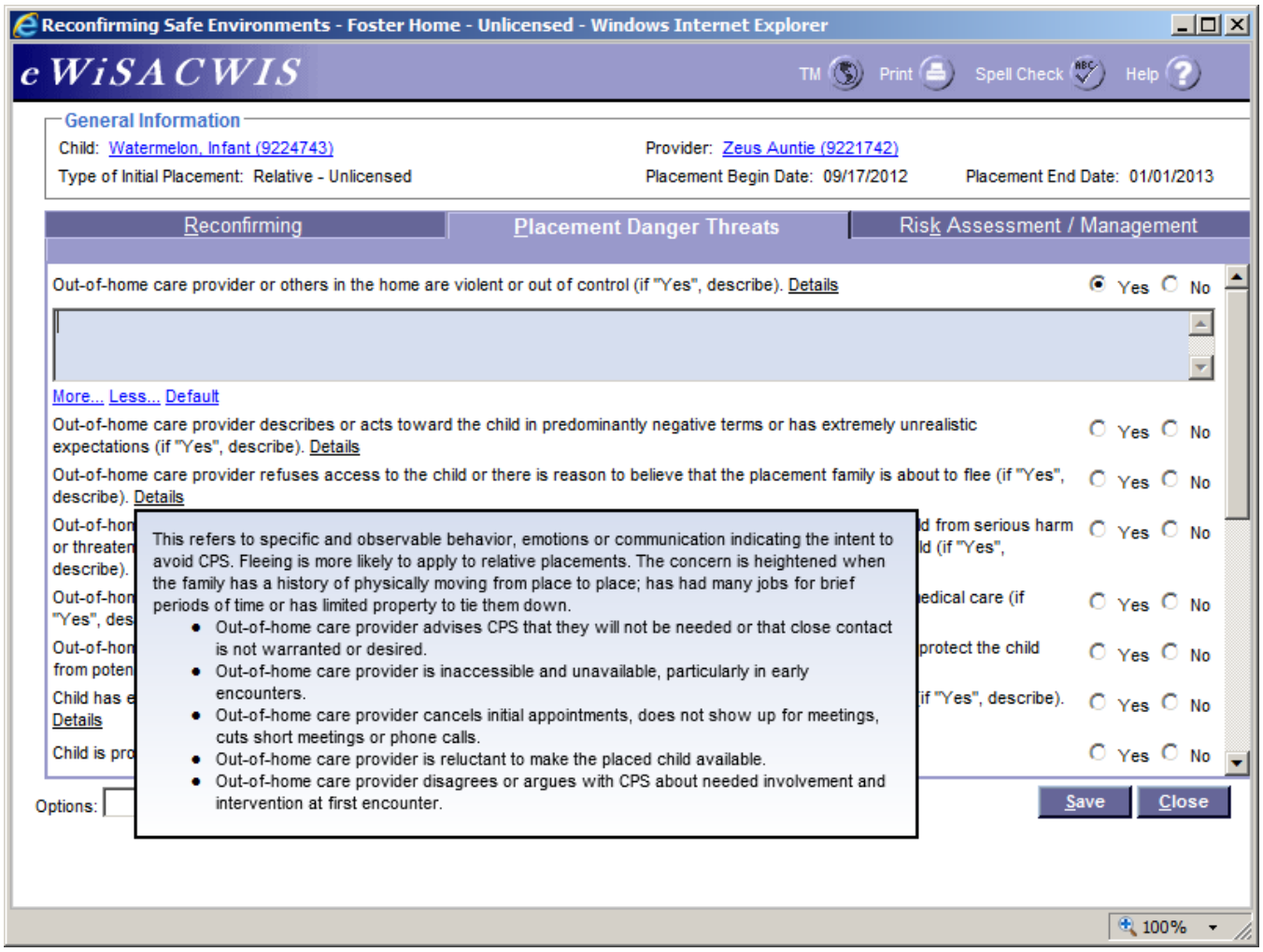


8. In the Environment Evaluation group box enter an appropriate narrative in the required text fields.

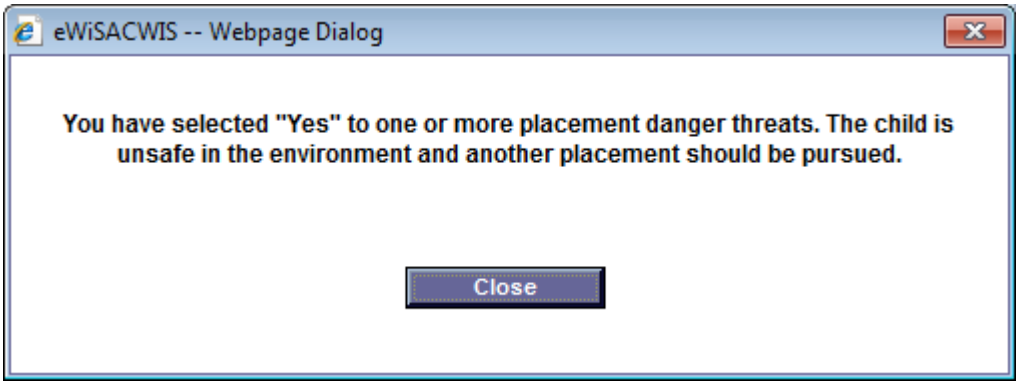


9. Click on the Placement Danger Threats tab. Select the Yes or No radio button for each placement danger threat. If a placement danger threat is identified with a Yes response, then provide a narrative description in the required text field that is opened.

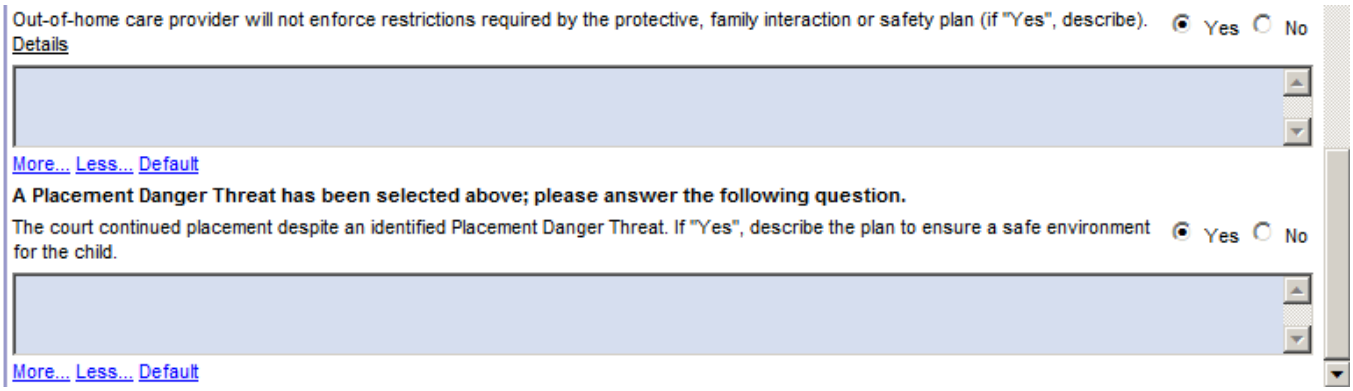
10. A Details flare is available next to each placement danger threat to display the definition specific to the item.



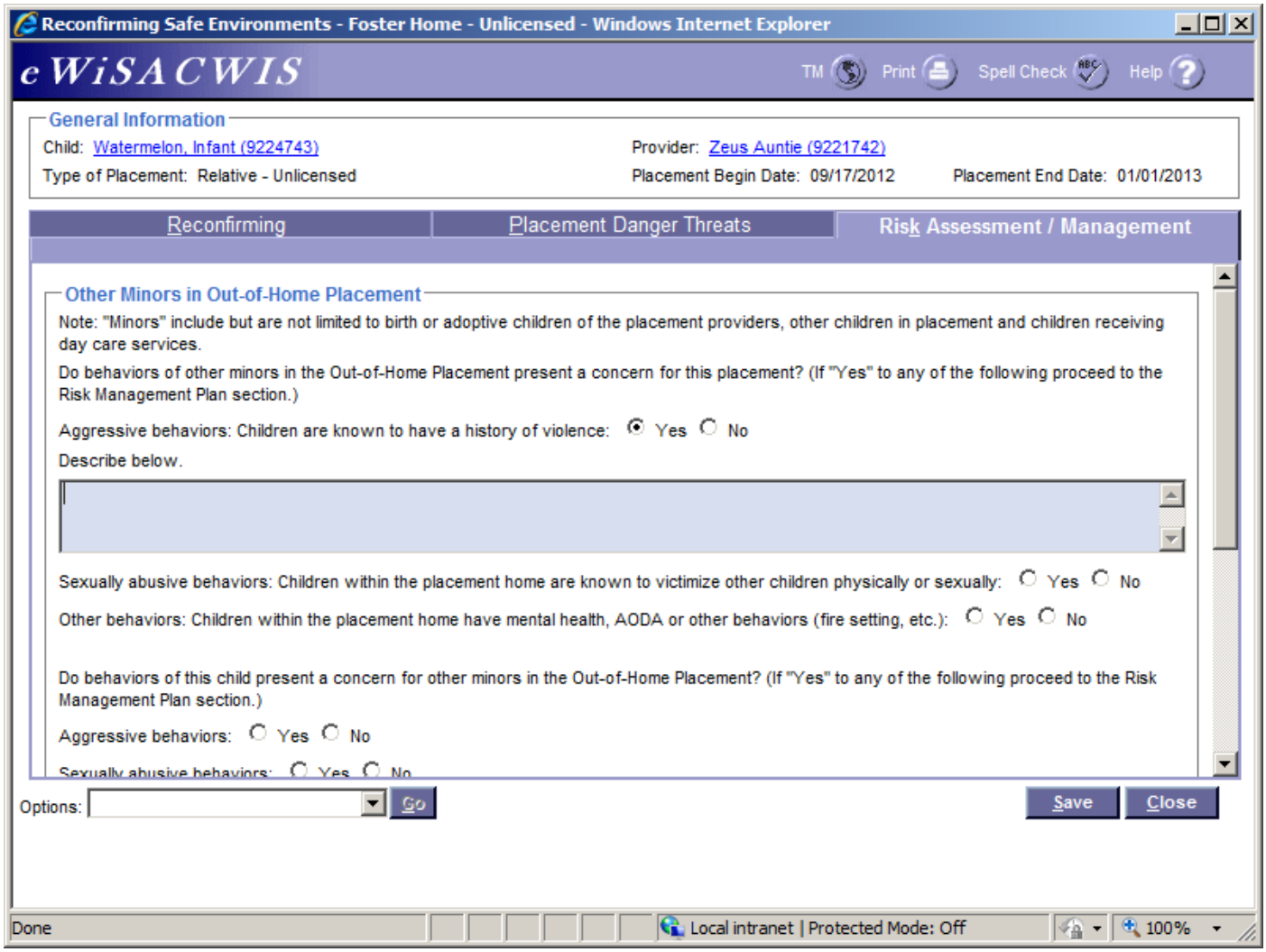
11. A message will display on the first instance a Yes is selected on the Placement Danger Threats tab. Click the Close button to close the message.



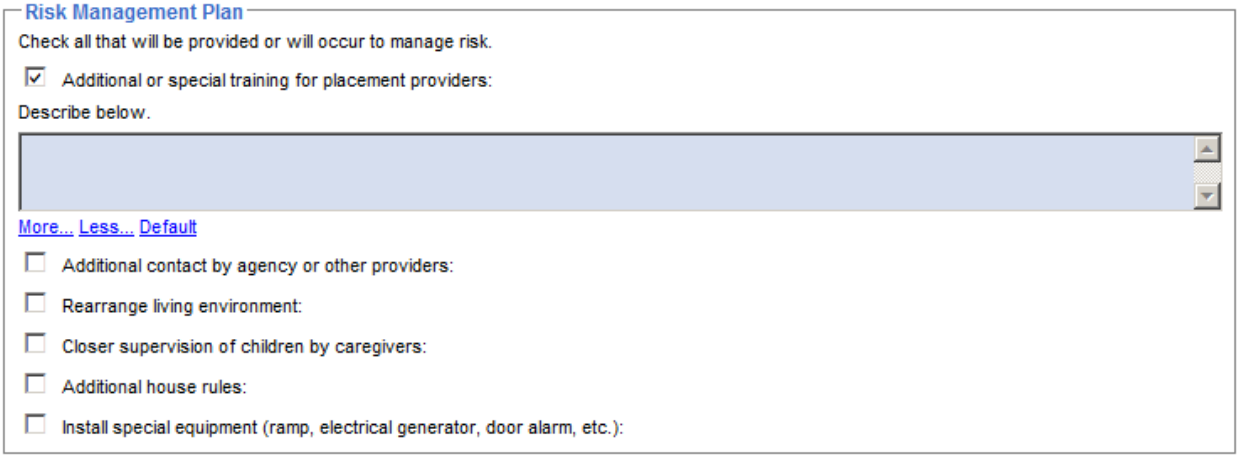
12. When one or more placement danger threat has been selected on the page, select either Yes or No for the question, "The court continued placement despite an identified Placement Danger Threat. If Yes, describe the plan to ensure a safe environment for the child." If Yes is selected, enter narrative in the associated text box.



13. Click on the Risk Assessment/Management tab. Select the Yes or No radio button for each of the behaviors for other minors in the out-of-home placement. If Yes is selected for any of the behaviors, proceed to the Risk Management Plan section.

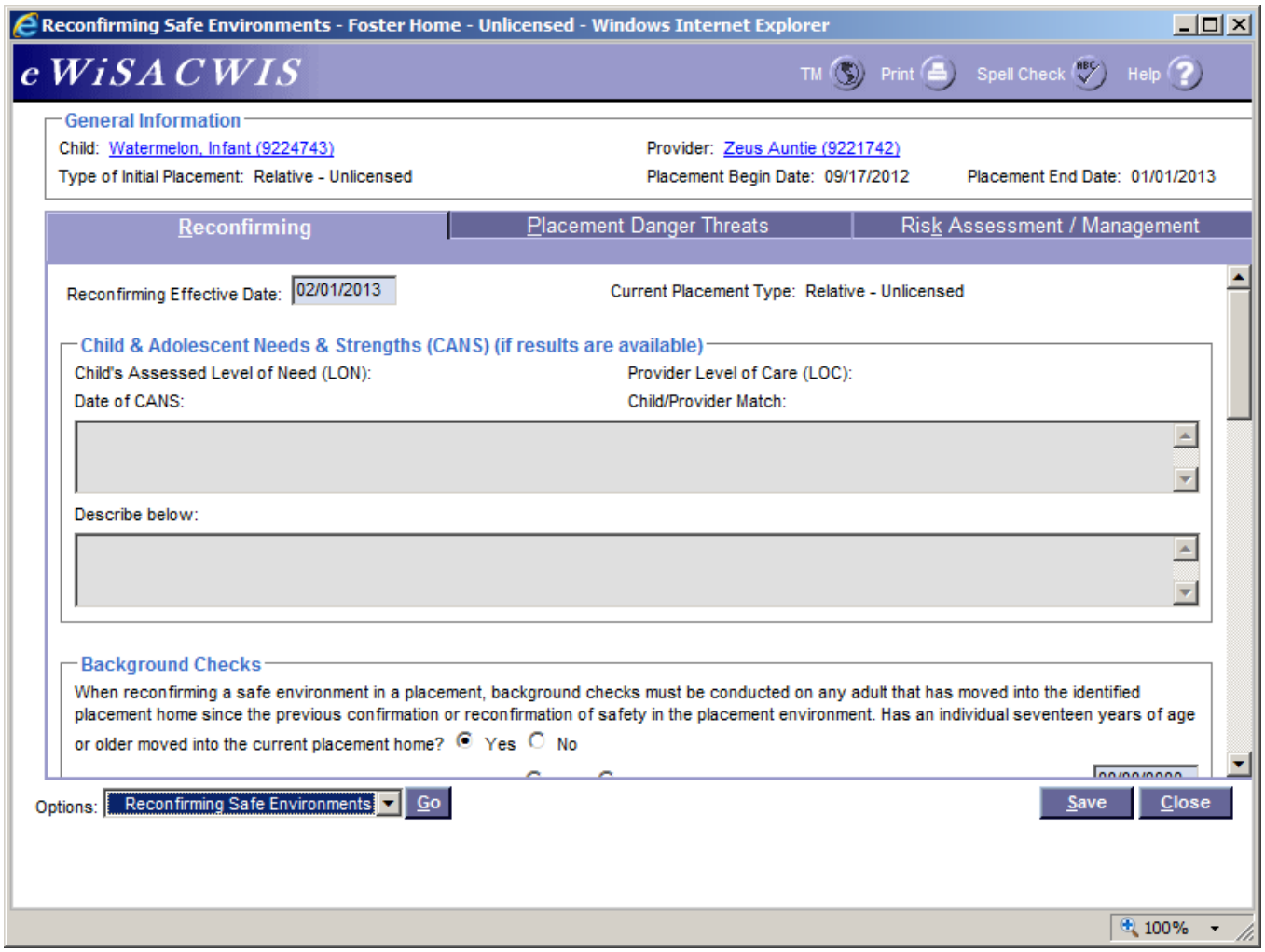


14. In the Risk Management Plan group box, check all the items that apply. If an item is checked, enter an appropriate description in the required narrative text field displayed.

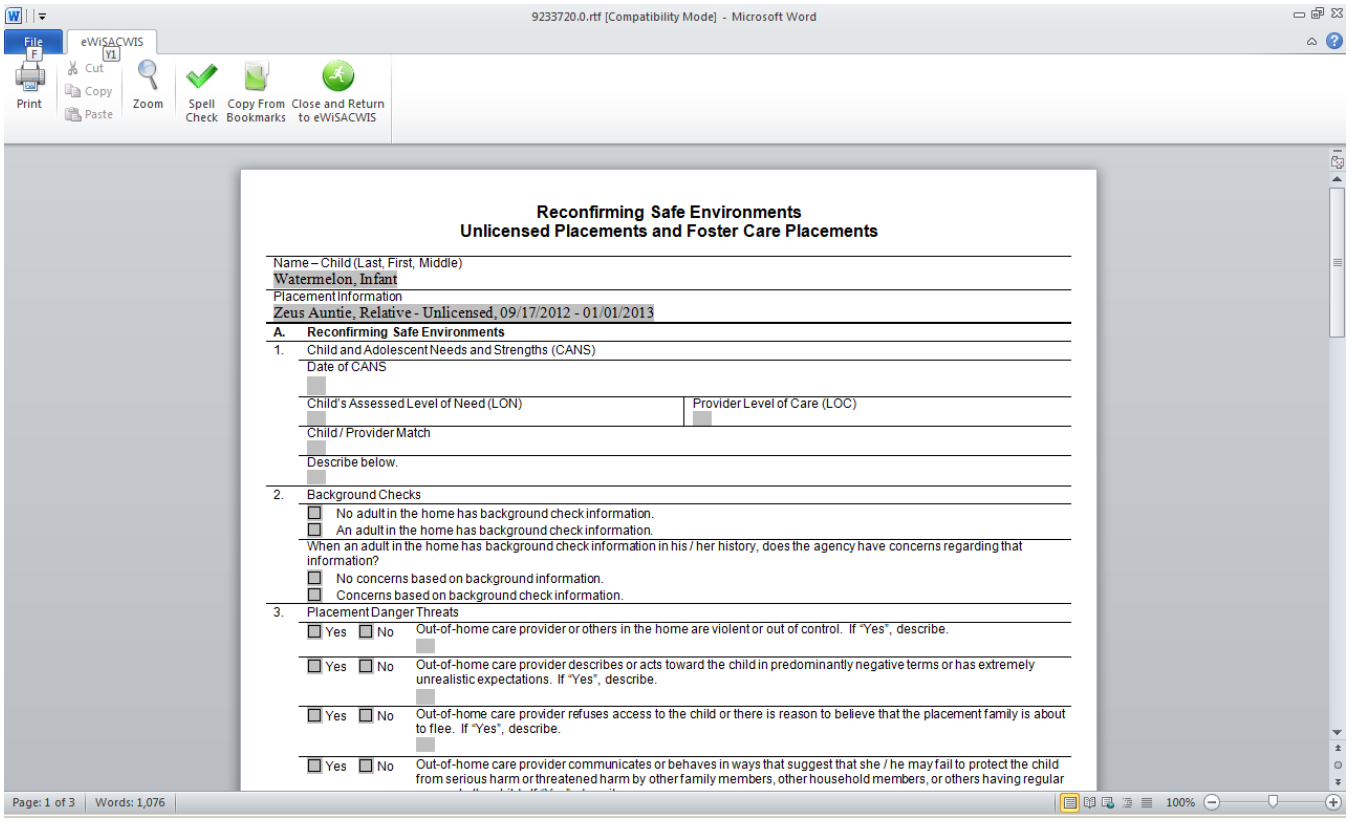


15. Click the Save button to save the information entered on the page.

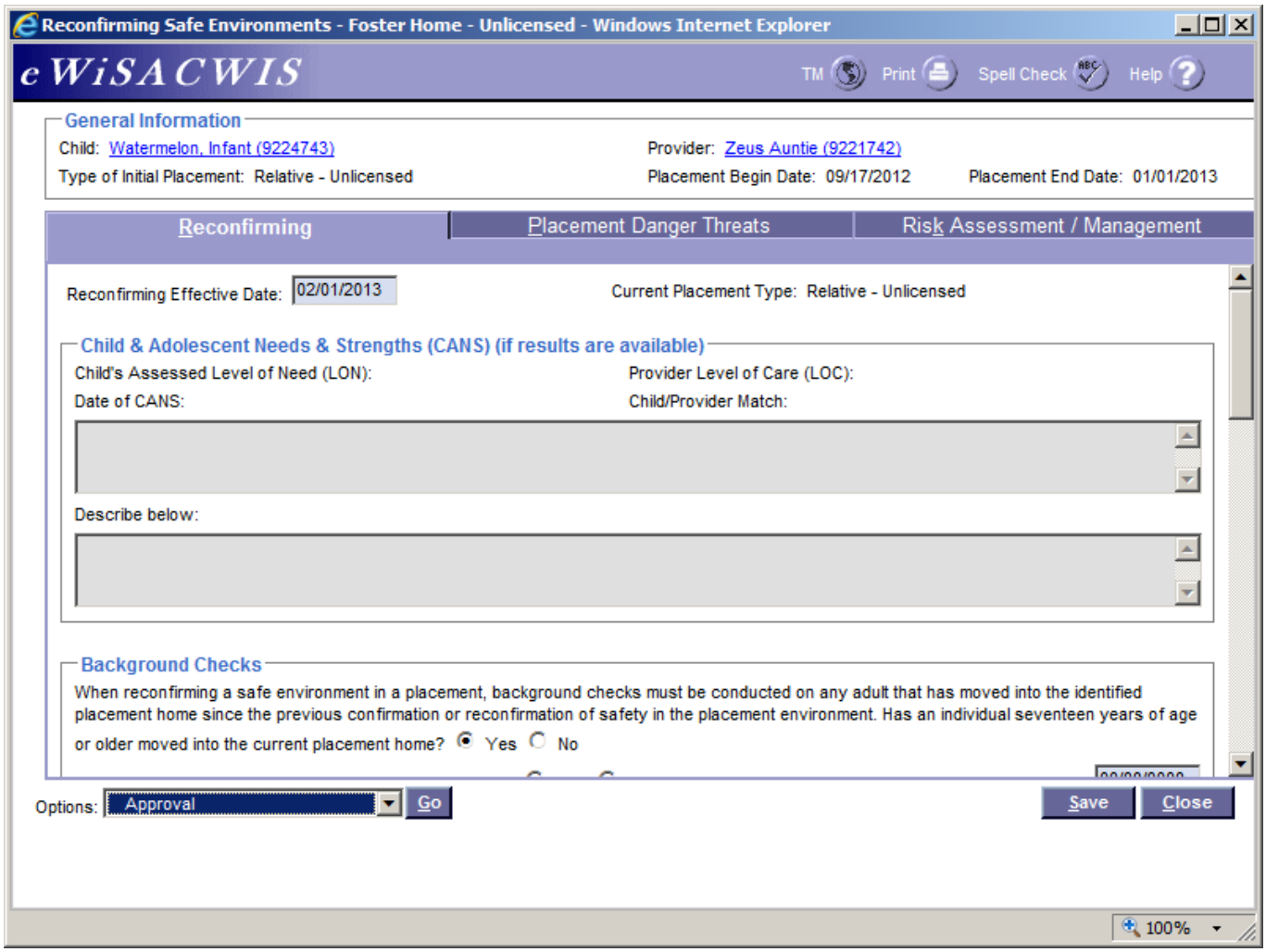
16. To launch the associated RCSE template, in the Options drop-down (from any tab), select Reconfirming Safe Environments. Click Go.



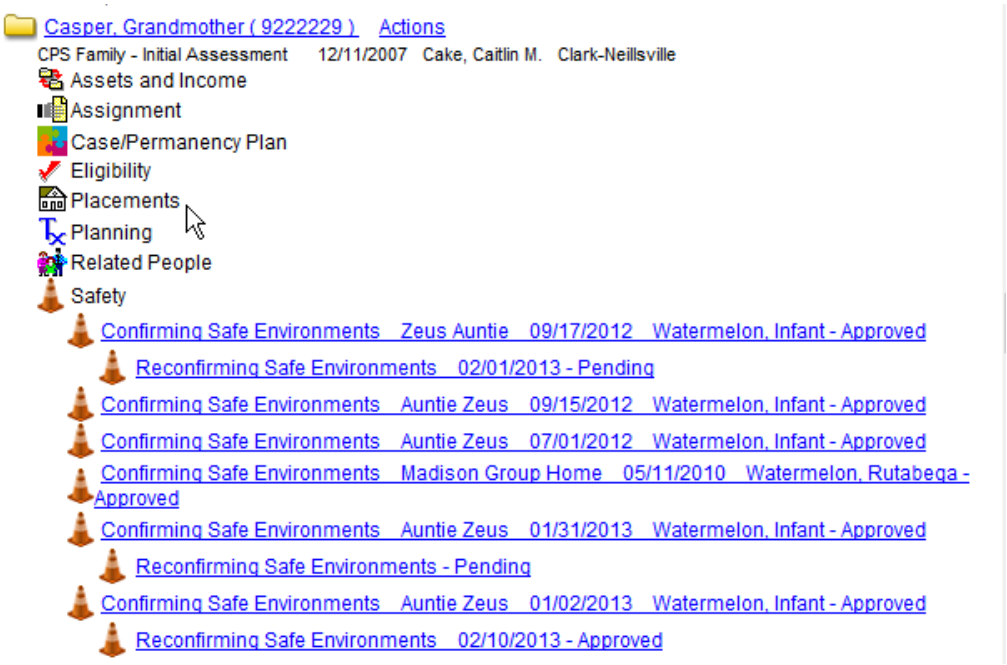
17. Click the Print icon to print the RCSE template. Click the Close and Return to eWiSACWIS to close the RCSE template and return to the RCSE page.



18. To approve the RCSE, in the Options drop-down (from any tab), select Approval and click Go. On the Approval History page, select the Approve radio button in the Approval Decision group box and click the Continue button to return to the Reconfirming Safe Environments – Foster Home – Unlicensed page. On the Reconfirming Safe Environments – Foster Home – Unlicensed page, click Save and Close.



19. Once saved, a Reconfirming Safe Environments hyperlink will display beneath the associated CSE, under the Safety icon. Click the hyperlink to open the corresponding RCSE.

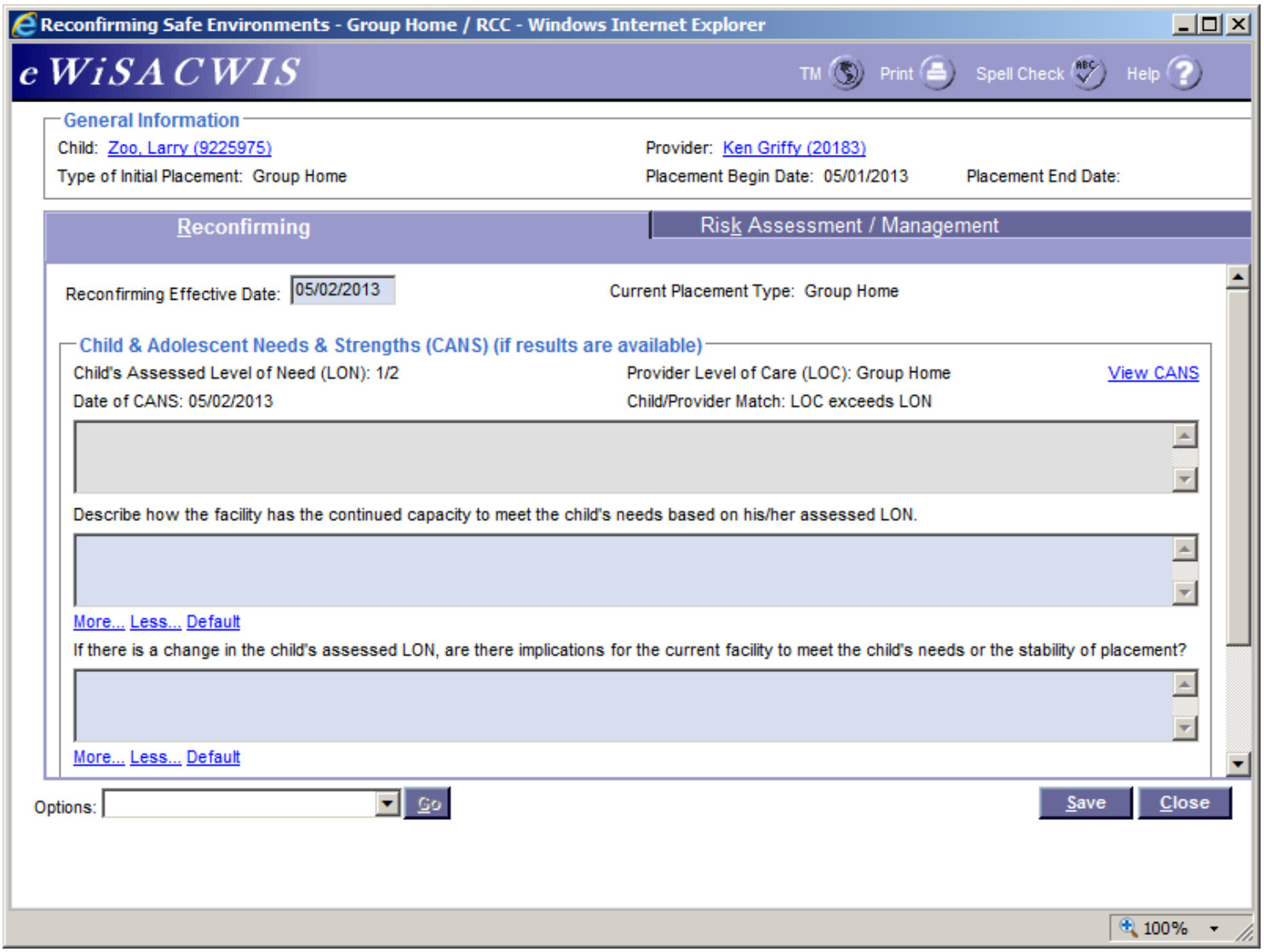


Group Home or Residential Care Center (RCC) Placement

1. When the Reconfirming Safe Environments – Group Home / RCC page opens, the General Information group box displays a hyperlink with the child's name and person ID, which launches the Person Management page for the child, and a hyperlink with the provider's name and provider ID, which launches the related Private Provider page. The Type of Placement displays the Placement Setting and the Placement Begin Date and Placement End Date display the related fields from the associated Out of Home Placement. If the placement is currently open, the Placement End Date field is blank.

2. The first tab of the Reconfirming Safe Environments – Group Home / RCC page is the Reconfirming tab, which displays general information about the placement contact and CANS. The Reconfirming Effective Date is required and cannot be prior to the placement date or the previous Reconfirming Effective Date.

3. The Child & Adolescent Needs & Strengths (CANS) group box will pre-fill from the CANS associated with the placement (if results are available). Enter an appropriate narrative in the required text fields.



4. Click on the Risk Assessment/Management tab. Select the Yes or No radio button for each of the behaviors for other minors in the out-of-home placement. If Yes is selected for any of the behaviors, proceed to the Risk Management Plan section.

5. In the Risk Management Plan group box, check all the items that apply. If an item is checked, enter an appropriate description in the required narrative text field displayed.

Reconfirming Safe Environments - Group Home / RCC - Windows Internet Explorer

eWiSACWIS

TM Print Spell Check Help

General Information

Child: Zoo, Larry (9225975)

Provider: Ken Griffy (20183)

Type of Initial Placement: Group Home

Placement Begin Date: 05/01/2013

Placement End Date:

Reconfirming | Risk Assessment / Management

Other behaviors (mental health or AODA issues, fire settings, etc.): ◉ Yes ○ No

Risk Management Plan

Check all that will be provided or will occur to manage risk.

☑ Additional or special training for placement providers:

Describe below.

More... Less... Default

☐ Additional contact by agency or other providers:

☐ Rearrange living environment:

☐ Closer supervision of children by caregivers:

☐ Additional house rules:

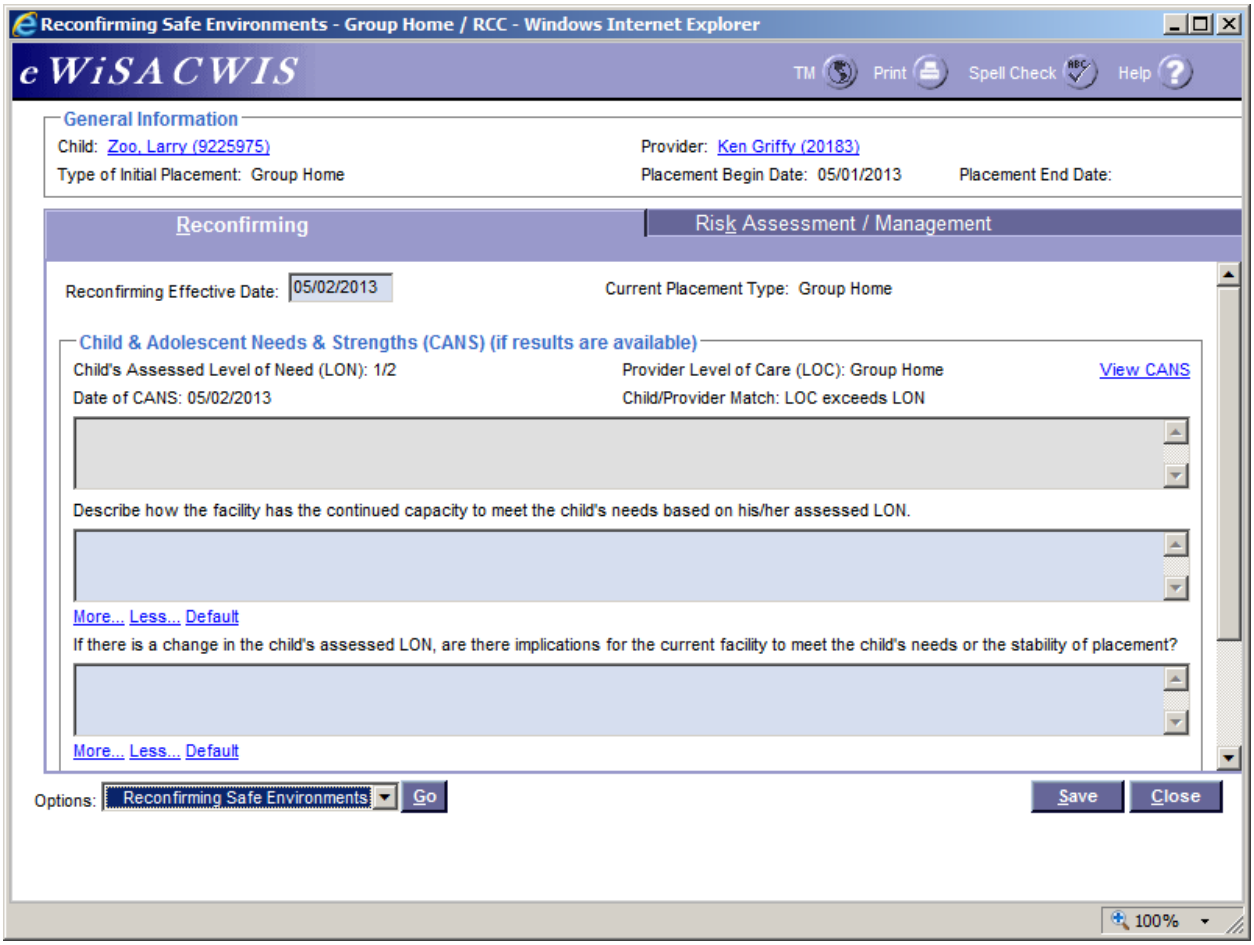
☐ Install special equipment (ramp, electrical generator, door alarm, etc.):

Options: Go

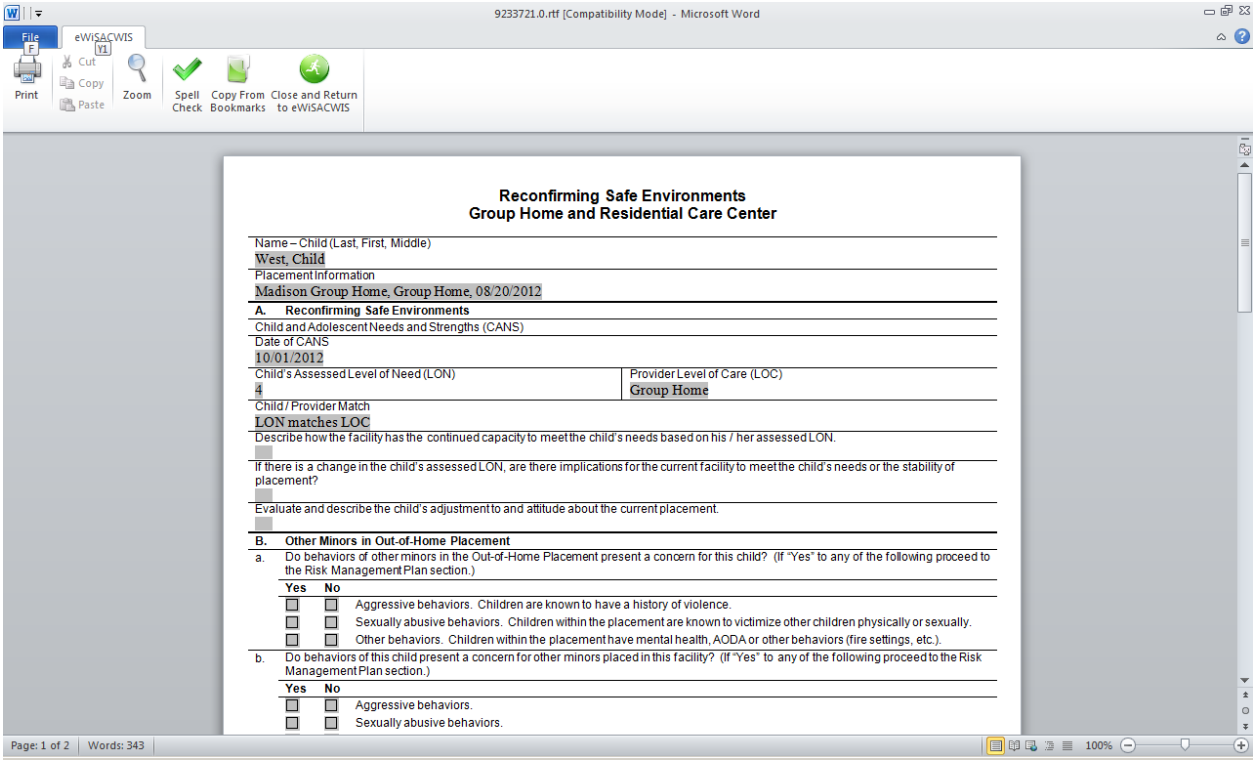
Save Close

100%

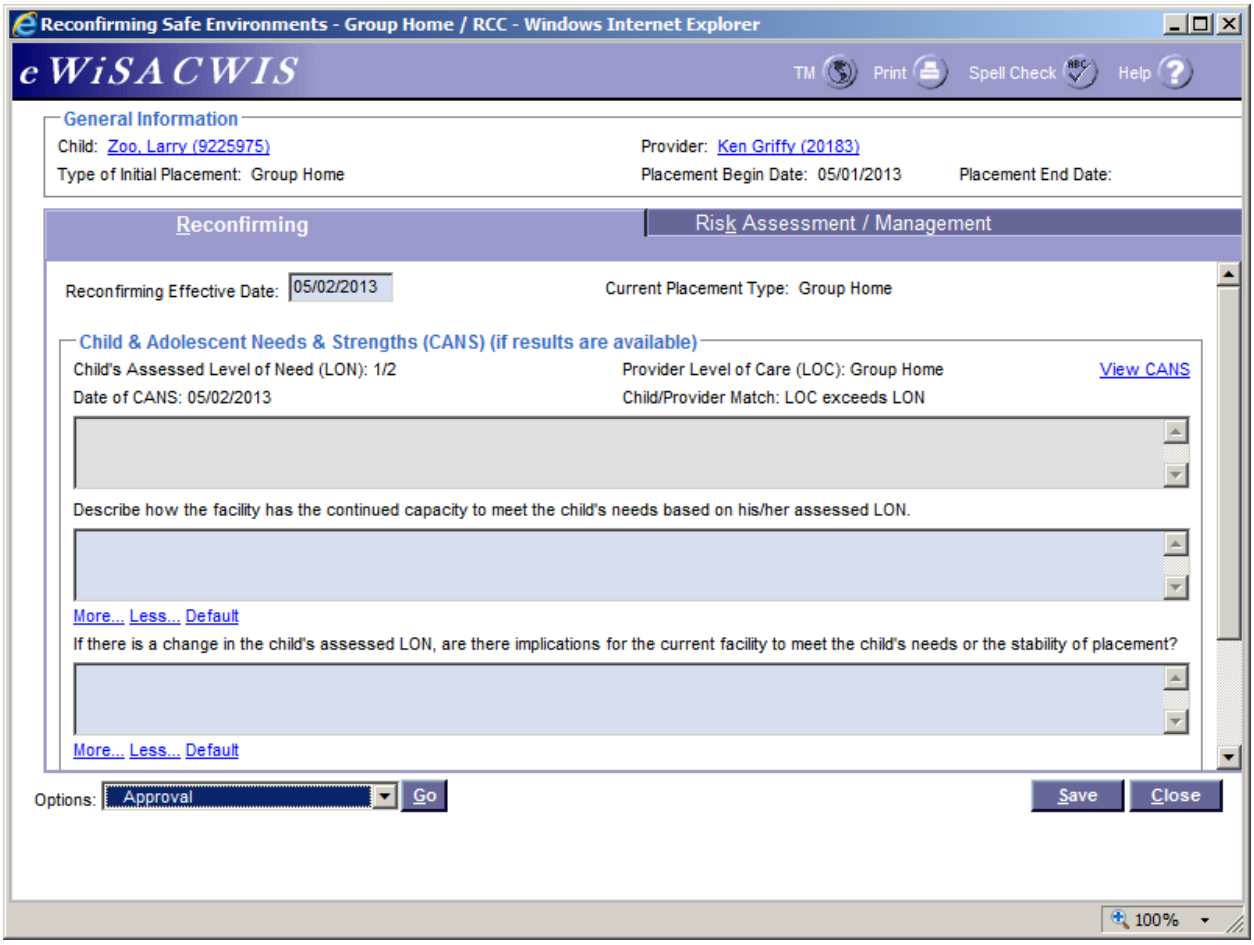
6. To launch the associated RCSE template, in the Options drop-down (from either tab), select Reconfirming Safe Environments. Click Go.



7. Click the Print icon to print the RCSE template. Click the Close and Return to eWiSACWIS to close the RCSE template and return to the RCSE page.



8. To approve the RCSE, in the Options drop-down (from either tab), select Approval and click Go. On the Approval History page, select the Approve radio button in the Approval Decision group box and click the Continue button to return to the Reconfirming Safe Environments – Group Home / RCC page. On the Reconfirming Safe Environments – Group Home / RCC page, click Save and Close.



9. Once saved, a Reconfirming Safe Environments hyperlink will display beneath the associated CSE, under the Safety icon. Click the hyperlink to open the corresponding RCSE.