CRITICAL CASE REVIEW CHECKLIST ANSWER KEY

Referrals

Referral # 1111-1111-1111-1111111

Date received: 8/4/11 Allegations: General neglect	Hotline tool date: 8/4/11 OR ○ Missing ○ N/A	Hotline tool accurate? ● Yes ○ No	Was first contact/attempt within timeframe? ● Yes—*8/10/11 attempted* ○ No ○ N/A
First actual contact date: 8/19/11	Safety assessment date: 8/20/11 OR ○ Missing *Should be dated 8/19/11 first face to face with child*	Safety assessment accurate? ○ Yes ● No *Safety threat identified without narrative support*	Was correct action taken? ● Yes ○ No If safety plan was required, was it adequate? ○ Yes ● No—*Safety decision was incorrect AND there was no safety plan* ○ N/A
Disposition decision date: 8/20/11	Risk assessment date: 8/20/11 OR ○ Missing ○ N/A	Risk assessment accurate? ● Yes ○ No	Was case opened or closed correctly based on risk? ● Yes—*Safety assessment decision incorrect, no safety threat and risk is moderate* ○ No

Referral #2222-2222-2222-2222222

Date received: 10/15/11 Allegations: None	Hotline tool date: 10/15/11 OR ○ Missing ○ N/A	Hotline tool accurate? ● Yes ○ No	Was first contact/attempt within timeframe? ○ Yes ○ No ● N/A
First actual contact date: / /	Safety assessment date: / / OR ○ Missing	Safety assessment accurate? ○ Yes ○ No	Was correct action taken? ○ Yes ○ No If safety plan was required, was it adequate? ○ Yes ○ No ○ N/A
Substantiation decision date: / /	Risk assessment date: / / OR ○ Missing ○ N/A	Risk assessment accurate? ○ Yes ○ No	Was case opened or closed correctly based on risk? ○ Yes ○ No

#3333-3333-3333-0000000

Date received: 5/25/14	Hotline tool date: 5/25/14 OR ○ Missing ○ N/A	Hotline tool accurate? ○ Yes ● No—*Should be 24 hour*	Was first contact/attempt within timeframe? ● Yes—*But response decision should have been 24 hours.* ○ No ○ N/A
Allegations: Physical abuse			
First actual contact date: 6/4/14	Safety assessment date: / / OR ● Missing	Safety assessment accurate? ○ Yes ○ No	Was correct action taken? ○ Yes ○ No If safety plan was required, was it adequate? ○ Yes ○ No ○ N/A
Disposition decision date: 8/7/14	Risk assessment date: / / OR ● Missing ○ N/A	Risk assessment accurate? ○ Yes ○ No	Was case opened or closed correctly based on risk? ○ Yes ○ No

#0000-0000-4444-0000000

Date received: 4/1/15	Hotline tool date: 4/1/15 OR ○ Missing ○ N/A	Hotline tool accurate? ● Yes ○ No	Was first contact/attempt within timeframe? ● Yes ○ No ○ N/A
Allegations: Physical abuse			
First actual contact date: 4/1/15	Safety assessment date: 4/1/15 OR ○ Missing	Safety assessment accurate? ○ Yes ● No—*Safety threat 7 should have been marked as yes and child vulnerability not noted.*	Was correct action taken? ○ Yes ● No If safety plan was required, was it adequate? ○ Yes ○ No ● N/A
Disposition decision date: 4/16/15	Risk assessment date: / / OR ● Missing ○ N/A	Risk assessment accurate? ○ Yes ○ No	Was case opened or closed correctly based on risk? ○ Yes ○ No

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Date received: 6/13/2015 Allegations: Physical abuse	Hotline tool date: 6/13/15 OR ○ Missing 　　　　　　 ○ N/A	Hotline tool accurate? ○ Yes ● No *Inadequate information in the screener narrative to determine timeframe of incident, whether uncle is or is not a household member, and whether parents were aware of uncle's behavior toward 13-year old girl. Item likely should be marked General Neglect, Failure to Protect.*	Was first contact/attempt within timeframe? ○ Yes ○ No ● N/A
First actual contact date: / /	Safety assessment date: / / OR ○ Missing	Safety assessment accurate? ○ Yes ○ No	Was correct action taken? ○ Yes ○ No If safety plan was required, was it adequate? ○ Yes ○ No ○ N/A
Substantiation decision date: / /	Risk assessment date: / / OR ○ Missing 　　　　　 ○ N/A	Risk assessment accurate? ○ Yes ○ No	Was case opened or closed correctly based on risk? ○ Yes ○ No