



DCYF Standard Operating Procedure

1565.1 REUNIFICATION - CPS

Policy Directive: **21-20**

Effective Date: **August 2021**

Implements Policy: **1565**

Approved:

Joseph E. Ribsam, Jr., DCYF Director

This SOP defines the steps for reunification in Child Protective Services cases.

Procedure

The following information is to support the implementation of the above referenced policy. This document shall not preclude staff from using their professional judgement based on individual circumstances, consistent with the requirements of the policy.

- I. The following should be considered in determining if reunification is appropriate:
 - A. The parent/guardian's ability to maintain safety;
 - B. If the child has a safe home to go to and there has been a consistent pattern of successful home visits;
 - C. Case/treatment plan goals have been accomplished; and
 - D. If danger can be mitigated with services/natural supports.
- II. When the decision is made to recommend reunification, the CPSW ensures that the court report/legal pleading and proposed orders indicate that the Division is seeking custody be returned to the parent/guardian(s), with the Division being granted legal supervision.
- III. Upon notification that the Court has ordered reunification, the CPSW:
 - A. Notifies the Fiscal Specialist Unit (FSU) within 24 hours (via email) and advises of the reunification;
 - B. Provides a copy of the orders to the FSU as soon as possible;
 - C. Notifies the school district(s); and
 - D. Updates the legal status screen.
- IV. The CPSW will engage the family and update the [case plan](#) to create a new in-home plan with them in accordance with policy and procedure.
- V. The CPSW assesses needs and puts appropriate, individualized services in place to support reunification.

- VI. CPSWs will not seek to close a case immediately upon reunification without supervisory approval. In considering and implementing case closure, refer to [policy 1262 Closing In-Home Cases](#).
- VII. CPSWs will enter a contact under the child’s name in the DCYF electronic information system indicating when reunification has occurred. The reunification will further be documented in the case file.

Glossary and Document Specific Definitions

A - B C - D E - F G - I J - L M - N O - Q R - S T - V W - Z

Document Change Log			
PD	Modification Made	Approved	Date