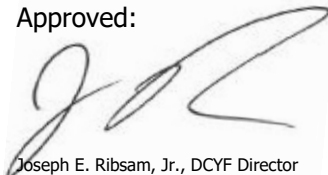
 <p>NH Department of Health & Human Services Division for Children, Youth & Families</p>	DCYF Standard Operating Procedure	
	1213.1 ASSESSMENT DECISION GUIDELINES	
	Policy Directive: 22-10 Effective Date: May 2022 Implements Policy: 1213	Approved:  Joseph E. Ribsam, Jr., DCYF Director

This SOP defines how to determine the outcome of an Assessment.

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 CPSW and their assigned Supervisor reference the Assessment Decision Guideline Matrix (see V below) to guide the decision to open a case for Family Services or provide community referrals.
- II. When the CPSW assesses there is not a preponderance of the evidence for abuse or neglect, but there is probable cause, an Assessment is determined "Unfounded but with Reasonable Concerns".
- III. If there is no preponderance of evidence that a child was abused or neglected, and the risk level is low or moderate, the Assessment is closed as "Unfounded".
 - A. The CPSW sends a closing letter and includes any contact information on community services based on the identified needs.
 - B. The CPSW may send a referral for the family to a community provider to support their access to the program.
- IV. See SOP 1213.3 for information on "Incomplete" determinations.
- V. The following Matrix outlines case opening and closing decision recommendations based on the Assessment disposition and risk level:

Assessment Decision Guidelines Matrix			
RISK LEVEL	ASSESSMENT DISPOSITION		
	Founded	Founded, Problem Resolved	Unfounded
High/Very High	Open a Family Services Case (Court or Non-Court (B-Case))	Facilitate referral to CBVS or other services and close Assessment. Consider Voluntary Services.	Facilitate referral to CBVS or other services and close Assessment. Consider Voluntary Services.

Moderate	Open Family Services Case (Court or Non-Court (B Case)) or close Assessment with referral to community services.	Facilitate referral to CBVS or other services and close Assessment. Consider Voluntary Services.	Facilitate referral to CBVS or other services and close Assessment. Consider Voluntary Services.
Low	Open Family Services Case or close Assessment with referral to community services.	Facilitate referral to community services. Consider Voluntary Services.	Close Assessment recommend community services based on assessed needs.

*The Assessment CPSW should facilitate referrals to services before closing the Assessment.

** The Assessment CPSW sends correspondence to the family, specifying names and addresses of appropriate community resources.

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