

- ◆ Other facts that will help determine if the child has been maltreated;
- ◆ The facilities policies and procedures; and
- ◆ The training that the facility staff receive.

DCYF SIU may require:

- ◆ Medical records and/or a medical exam of the child; and
- ◆ Documentation provided by the person allegedly responsible for the abuse.

The Division shall videotape all interviews of the minor alleged victims and may tape record the interview if videotaping is not possible per RSA 169-C:38 V.



FINDING

The child's CPSW and/or JPPO, legal guardian and, if applicable, the

facility director must be provided information regarding the investigation within 10 days of its completion.

DCYF SIU will send letters notifying them of:

- ◆ Whether or not the child has been abused;
- ◆ Specific reasons for the finding; and
- ◆ Rights to information about themselves in the report.

DCYF SIU must also notify:

- ◆ The person alleged to have caused the

harm, and the agency that placed the child, in cases where there is abuse.

- ◆ Parents and the agency that placed the child who were contacted prior to conducting the interviews, in cases where it was determined that abuse did not occur.

DCYF SIU tells them:

- ◆ Whether or not the child has been maltreated;
- ◆ Specific reasons for the finding; and
- ◆ Their rights to appeal.

CONCLUSION

After the investigation, DCYF SIU may request that the child be removed from the facility. They also may request that the facility take corrective action in conjunction with the Licensing and Certification Authority

DCYF is required to notify the professional reporter of the results of the investigation, unless it would not be in the child's best interests.

For more information on the Child Protection Laws see RSA 169-C

For more information, contact the Division for Children, Youth and Families, Special Investigations Unit at 1-800-852-3345 ext.4455.



Investigating Child Abuse in Facilities



Special Investigations Unit
Division for Children, Youth and Families
NH Department of Health and Human Services
129 Pleasant Street
Concord, NH 03301

The Division for Children, Youth and families (DCYF) has received a report alleging that a child has been abused in a facility. You are receiving this brochure because you are either the person who reported the maltreatment, the person alleged to have caused the harm, the facility director, or someone who may have information about the report. State law (RSA 169-C) requires that DCYF conduct an investigation and take appropriate action for the protection of children. This brochure explains the process that the DCYF Special Investigation Unit (SIU) follows in making a determination.

COORDINATION

DCYF SIU conducts investigations of foster family homes, group homes, residential treatment centers, hospitals and residential schools.

DCYF SIU works with local law enforcement officials as well as the Licensing and Certification Authorities to determine whether children are safe, if they have been abused and if the harm was caused by something the facility staff did or failed to do.

DCYF notifies the parent(s) and the agency that placed the alleged victim(s) in the facility prior to conducting the interview of the child. DCYF may also notify parent's of children who are in the facility but who are not identified as victims.

If a report involves issues other than child abuse, DCYF will provide the information to the appropriate agency

for possible licensing or certification violations.

When necessary DCYF SIU will coordinate their investigation with the Licensing or Certification authorities that may be involved.

- ◆ The Division for Juvenile Justice Services Certification Unit is involved with investigations of residential facilities certified by them.
- ◆ Bureau of Child Care Licensing and Standards is involved with investigations of group homes and child care centers that are licensed by the Department of Health and Human Services
- ◆ Health Care Facility Administration is involved with investigations that concern residential treatment centers and hospitals that are both licensed and certified through them.
- ◆ Department of Education is involved with any investigations that are believed to have occurred in school programs.

INFORMATION SHARING

Prior to conducting interviews SIU will notify the Child Protective Service Worker (CPSW) or the Juvenile Probation and Parole Officer (JPPO) for the child, and/or the parent or legal guardian for the



alleged victim, that a report was received regarding the facility, SIU will explain the allegations and

the action being taken. SIU will also request information pertinent to the investigation.



THE INVESTIGATION

DCYF SIU may interview:

- ◆ Other children who are or have been at the facility;
- ◆ Health Professionals, and
- ◆ Parents, guardians, legal custodian's of the children who are or have been in the facility who may know of the allegations.

DCYF SIU will interview:

- ◆ All alleged child victims in the facility;
- ◆ Person alleged to have caused the harm;
- ◆ Staff members who may know of the incident; and
- ◆ Facility supervisors and directors.

DCYF SIU will collect information on:

- ◆ Prior reports of abuse or neglect;
- ◆ The person that reported the alleged abuse and their relationship to the alleged victim and perpetrator;
- ◆ The child's age, developmental level and gender;
- ◆ The age, gender, prior reports, and criminal records involving the person alleged to have caused the harm;