

Who will be notified of the report and disposition of the CPS assessment?

- Law enforcement. By law, all reports of abuse must be reported to law enforcement.
- Office of Child Care, if you are a licensed in-home child care provider.
- The child or young adult's attorney
- The child or young adult's legal parents and their attorneys unless notification may interfere with an investigation or jeopardize safety.
- The Court Appointed Special Advocate (CASA)
- Juvenile Court
- Citizen's Review Board
- State employees responsible for children or young adults placed in your care.
- Others as needed or required by law.

Will a CPS assessment affect my certification?

Your certifier will discuss next steps for your certification. The timing of this discussion and the next steps depend on the information gathered during a CPS assessment. Those steps can range from no further action, to additional training requirements, or a change in certification status.

Am I able to get a copy of my records?

You can request your Child Welfare records at: <https://www.oregon.gov/dhs/Pages/RecordRequests.aspx>

*Adapted from the Foster Care & Adoption Resource Center.

CPS worker:

Telephone number: _____

CPS supervisor:

Telephone number: _____

Certifier:

Telephone number: _____

Certification supervisor:

Telephone number: _____

Your certified resource family support person:

Telephone number: _____

To file a complaint, contact the Governor's Advocacy Office at **1-800-442-5238** or visit online at: <https://www.oregon.gov/dhs/aboutdhs/pages/gao.aspx>

For more resources, please go to: <http://www.oregon.gov/DHS/Children/fostercare/Pages/index.aspx>

You can get this document in other languages, large print, braille or a format you prefer. Contact Child Welfare at 503-945-5605. We accept all relay calls or you can dial 711.

DHS 1537 (5/2022)

What you need to know about a Child Protective Services assessment

Resource Parent or
Relative Resource Parent



The Oregon Department of Human Services, Child Welfare must investigate reports of abuse. This pamphlet answers questions you may have about a Child Protective Services (CPS) assessment of a resource or relative resource parent.

Why has a CPS assessment started?

Child Welfare received a report alleging someone in your home abused a child or young adult in your care.

What should I expect during a CPS assessment?

- You will be placed on inactive referral status which means no additional children or young adults be placed in your home. You will receive a letter with further details.
- Depending on what is reported, a CPS worker will make contact within 24 hours, 5 days, or 10 days of the report.
- A CPS worker will, and law enforcement may, meet with you and your family.
- A CPS worker will interview everyone living in your home. This includes all children and young adults living in the home whether they are involved with ODHS or not. A CPS worker may conduct interviews before contacting you.
- The child or young adult may receive medical attention or a medical exam as part of a CPS assessment. You may be asked to schedule or take the child or young adult to a medical appointment.
- The CPS worker will determine a disposition. Within 10 business days of the conclusion of the CPS assessment, you will be notified of the disposition.

During a CPS assessment, Child Welfare employees are expected to:

- Treat you with courtesy and fairness, free from discrimination.
- Provide you accommodations for your language and other individual needs.
- Notify you if you are alleged to be responsible for the abuse.
- Tell you general information about the report and why a CPS assessment is being conducted.
- Let you know you have the option to have another resource or relative resource parent support you during a CPS assessment.
- Notify you that you can discuss certification issues with your certifier and a CPS assessment with your CPS worker. Your certifier cannot discuss details of a CPS assessment with you.
- Provide you with contact information for a supervisor should you have concerns about Child Welfare's actions and provide you information about filing a complaint.

Children or young adults in your home may be moved from your home for safety reasons

There may also be times when Child Welfare determines a child or young adult needs to be moved for their well-being and/or permanency needs.

What can I do during a CPS assessment?*

- **Cooperate.** You can help by providing all requested information to the CPS worker.
- **Participate.** You can help by participating in interviews, meetings, or other CPS assessment activities.
- **Stay in touch.** Make sure to update your CPS worker if you move and if your contact information or circumstances change.
- **Ask questions.** Feel free to ask questions several times, if needed. You need to understand what is happening.
- **Read documents carefully.** Ask questions about anything you do not understand. Give facts and documentation to the CPS worker.

What is a CPS disposition?

At the conclusion of a CPS assessment, a CPS worker determines whether abuse occurred.

“**Founded**” or “**Substantiated**” means there is reasonable cause to believe abuse occurred.

“**Unfounded**” or “**Unsubstantiated**” means there is no evidence abuse occurred.

“**Unable to determine**” or “**Inconclusive**” means there is some indication abuse occurred, but there is insufficient information to conclude there is a reasonable cause to believe abuse occurred.

Can I challenge the results?

A person with a founded CPS assessment will receive a letter from Child Welfare explaining they have the right to request a review and how to make that request.