

Kinship Assessment



Bureau of Automated Systems
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Welcome

SACWIS Provider Team

- Melissa Cromwell
- Sara Cruse
- Linda Ferguson

Policy

- Karen McGormley
- Becky Murray

Overview of Kinship Assessment

- New functionality has been developed to allow users to complete a Kinship Home Assessment in SACWIS
- Effective September 6th, the Provider Types of Kinship Care-Relative and Kinship Care – Non-Relative are child-specific and will require an inquiry record for each child the agency needs to place.
- Reference Ohio Administrative Code Rule 5101:2-42-18, PCSA and PCPA approval of placement with relative and Nonrelative Substitute Caregiver and the Ohio Job and Families Services JFS 1447 form

Creating an Kinship Inquiry



KinshipWorker, Kinzie / [Switch Profile](#) / [Log off](#)
Ohio Child Welfare Agency
UAT1 / [3.18.0](#) / Last Login: 08/28/2018 10:02:05 AM

[Home](#) [Recent](#) [Search](#) [Help](#)

Home Case **Provider** Financial Administration
Workload Provider Search Provider Match Recruitment **Inquiry** Training Contracts Agency Certifications KCCP Pre-Screening Tool

Inquiry Search		Inquiries to be Linked	
Inquiry Search Criteria			
Agency:	Ohio Child Welfare Agency		
Search Person As:	<input type="radio"/> Inquirer <input type="radio"/> Child Of Interest <input checked="" type="radio"/> All		
Prefix:	<input type="text"/>	Last Name:	<input type="text"/>
First Name:	<input type="text"/>	Suffix:	<input type="text"/>
Middle Name:	<input type="text"/>	<input type="checkbox"/> Sounds Like	
Person ID:	<input type="text"/>	[HINT: Applies to first, middle and/or last name only. Wildcard (%) search and 'Sounds Like' function cannot be used together.]	
Advanced Search Criteria			
Reason for Inquiry:	<input type="text"/>	Inquiry ID:	<input type="text"/>
Provider Type:	<input type="text"/>	To Inquiry Date:	<input type="text"/>
From Inquiry Date:	<input type="text"/>		<input type="text"/>
Status:	<input type="text"/>		
Sort Results By:	<input type="text"/>		

Creating an Kinship Inquiry

Inquiry Search Criteria

Agency:

Search Person As: Inquirer Child Of Interest All

Prefix:

First Name:

Middle Name:

Person ID:

Last Name:

Suffix:

Sounds Like
[HINT: Applies to first, middle and/or last name only.
Wildcard (%) search and 'Sounds Like' function cannot be used together.]

Advanced Search Criteria

Reason for Inquiry:

Provider Type:

From Inquiry Date:

Status:

Sort Results By:

Inquiry ID:

To Inquiry Date:

Inquiry Search Results

Inquiry ID	Inquirer 1	Inquiry Date	Provider Type	Address	Status	Provider ID	Provider Name	Agency
No Results Returned.								

Provider Type Changes

Home Case **Provider** Financial Administration

Workload **Provider Search** Provider Match Recruitment Inquiry Training Contracts Agency Certifications KCCP Pre-Screening Tool

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Provider Overview

- Activity Log
- Inquiries
- KCCP Pre-Screening Tool
- Forms/Notices
- Skills
- Training
- Acceptance Criteria
- Description of Home
- Description of Family
- Home Study
- Foster to Adopt (1692) Home Study
- Approval/Certification
- Large Family Assessment
- Kinship Assessment
- Contracts
- Service Credentials
- Placements/Services
- Intake Reports
- Complaints/Rule Violations
- Waiver
- AP Search History
- Living Arrangement

PROVIDER NAME / ID: **KinshipProvider, Karl & KinshipProvider, Karen/20848818** CATEGORY / STATUS: **Home / Active**

PRIMARY ADDRESS: **200 Main Street Anywhere, OH 44000** PRIMARY CONTACT: **Home: (555) 525-5252**

Provider Actions

[Provider Information](#) [Linked 1692 Providers](#)

One or more active Adult Provider member(s) is missing a Verified Authentication Number (TCN).

Foster/Adoptive Spans

No Current Provider Certification Available

[View History](#)

Approval Information

No Current Approval Information Available

Action Items Provider Alerts Assignments

No Action Items Found

Provider Type Changes

- You'll now see child-specific Provider Types

Manage Provider Details

PROVIDER NAME / ID: *KinshipProvider, Karl & KinshipProvider, Karen* / 20848818

CATEGORY: *Home*

Basic Address Members Relationships Caregivers Capacity

Provider Name Information

Provider Name	Effective Date	End Date
KinshipProvider, Karl & KinshipProvider, Karen	08/01/2018	

Provider Type Information

Closed Type Status: Exclude Include

Foster to Adopt (1692): Exclude Include

	Provider Type/Child Name	Agency	Type Effective Date	Type End Date	Type Status
edit view	Kinship Care - Relative/FosterKidlet, Frank	Ohio Child Welfare Agency	08/15/2018		Pending
edit view	Kinship Care - Relative/FosterKidlet, Faith	Ohio Child Welfare Agency	08/15/2018		Pending
edit view	Kinship Care - Relative/FosterKiddo, Fiona Elizabeth	Ohio Child Welfare Agency	08/01/2018		Pending

Provider Status Information

Provider Type Changes

- If a child is placed with a relative on an emergency basis after cursory checks, there is an ability to change the Provider Type status manually to allow placement while continuing work on the formal Kinship Assessment. There is also an option to add 'Court Approved' if applicable.

Provider Type Information

Closed Type Status: Exclude Include Foster to Adopt (1692): Exclude Include

	Provider Type/Child Name	Agency	Type Effective Date	Type End Date	Type Status
edit view	Kinship Care - Relative/FosterKidlet, Frank	Ohio Child Welfare Agency	08/15/2018		Pending
edit view	Kinship Care - Relative/FosterKidlet, Faith	Ohio Child Welfare Agency	08/15/2018		Pending
edit view	Kinship Care - Relative/FosterKiddo, Fiona Elizabeth	Ohio Child Welfare Agency	08/01/2018		Pre-Approved Pending Assessment

Service Credential Changes

- Upon adding a Provider Type Status of 'Pre-Approved Pending Assessment', 'Court Approved' or the completion of an Approved Kinship Assessment, an ODJFS Kinship Service will automatically populate. Users will no longer need to manually add this. Only one service will populate.

The screenshot displays the ODJFS Provider Search interface. At the top, there are navigation tabs: Home, Case, Provider (selected), Financial, and Administration. Below these are sub-tabs: Workload, Provider Search (selected), Provider Match, Recruitment, Inquiry, Training, Contracts, Agency Certifications, and KCCP Pre-Screening Tool. A left sidebar contains a list of links: Provider Overview, Activity Log, Inquiries, KCCP Pre-Screening Tool, Forms/Notices, Skills, Training, Acceptance Criteria, Description of Home, Description of Family, Home Study, Foster to Adopt (1692) Home Study, Approval/Certification, Large Family Assessment, Kinship Assessment, Contracts, Service Credentials (highlighted), Placements/Services, Intake Reports, and Complaints/Rule Violations. The main content area shows the provider details for 'KinshipProvider, Karl & KinshipProvider, Karen / 20848818' under the 'Home' category. It features a filter section for 'ODJFS Approved Services' with dropdown menus for Agency Type, Service Category, Service Description, Agency, Service Type, and Service Status (set to Active), and a 'Sort By' dropdown set to 'Service Category (Ascending)'. Below the filter is a 'Filter' button and a table of 'ODJFS Approved Services'. The table has one result: a service in the 'Placement' category, 'Kinship Care - Relative Home' type, 'Kinship Care - Relative Home' description, 'ACTIVE' status, effective date of '08/01/2018', and provided by 'Ohio Child Welfare Agency'. There are 'view history' and 'deactivate' links for this service.

PROVIDER NAME / ID: *KinshipProvider, Karl & KinshipProvider, Karen / 20848818* CATEGORY: *Home*

ODJFS Approved Services Other Services Shared Home Agreements

ODJFS Approved Services Filter Criteria

Agency Type: Agency:

Service Category: Service Type:

Service Description: Service Status:

Sort By:

Filter

ODJFS Approved Services

Result(s) 1 to 1 of 1 / Page 1 of 1

	Service Category	Service Type	Service Description	Service Status	Effective Date	Agency
view history deactivate	Placement	Kinship Care - Relative Home	Kinship Care - Relative Home	ACTIVE	08/01/2018	Ohio Child Welfare Agency

Completing the Kinship Assessment

- The functionality exists on a new left hand navigation link in the Provider Record.

[Acceptance Criteria](#)
[Description of Home](#)
[Description of Family](#)
[Home Study](#)
[Foster to Adopt \(1692\) Home Study](#)
[Approval/Certification](#)
[Large Family Assessment](#)
[Kinship Assessment](#)
[Contracts](#)
[Service Credentials](#)
[Placements/Services](#)
[Intake Reports](#)
[Complaints/Rule Violations](#)
[Waiver](#)
[AP Search History](#)
[Living Arrangement](#)

[Provider Information](#) | [Linked 1692 Providers](#) | [Associated Providers](#)

One or more active Adult Provider member(s) is missing a Verified Authentication

Foster/Adoptive Spans

No Current Provider Certification Available

[View History](#)

Approval Information

No Current Approval Information Available

Action Items

Completing the Kinship Assessment

- In order to edit Pending Kinship Assessments, users will need assignment to the Provider as a Home Study Assessor, Provider Worker and/or Home Study Supervisor/Supervisor.

Completing the Kinship Assessment

PROVIDER NAME / ID: *KinshipProvider, Karl & KinshipProvider, Karen / 20848818*

CATEGORY: *Home*

Kinship Assessment Filter Criteria

Kinship Assessment Start Date:



From Date

To Date

Child Name:

Include Created in Error

Filter

Kinship Assessments

Result(s) 1 to 3 of 3 / Page 1 of 1

	Child Name	Assessment Type - Date	Provider Types	Status	Recommendation - Date	Letter Sent	Agency	
edit	FosterKiddo, Fiona E	Initial - 08/01/2018	Kinship Care - Relative	In Progress	Pending		Ohio Child Welfare Agency	
edit	FosterKidlet, Faith	Initial - 08/15/2018	Kinship Care - Relative	In Progress	Pending		Ohio Child Welfare Agency	
edit	FosterKidlet, Frank	Initial - 08/15/2018	Kinship Care - Relative	In Progress	Pending		Ohio Child Welfare Agency	

Completing the Kinship Assessment

- Each Assessment will guide users through the topics which include Caregiver/Household Information, Background Checks, Safety Checks, Caregiver/Household Member Assessment, Caregiver Assurance and Agency Recommendation sections.
- Users will have the ability to copy information entered into one child's assessment into another child's pending assessment in the case of placing a sibling group.

Completing the Kinship Assessment

Maintain Kinship Assessment

PROVIDER NAME / ID: *KinshipProvider, Karl & KinshipProvider, Karen / 20848818*

CATEGORY: *Home*

CHILD NAME: *FosterKiddo, Fiona Elizabeth / 12650892*

AGENCY: *Ohio Child Welfare Agency*

PROVIDER TYPE: *Kinship Care - Relative*

Kinship Assessment Information

Kinship Assessment Start Date:
08/01/2018

Assessment Type / ID:
Initial / 39045023

Worker:
KinshipWorker, Kinzie

Kinship Assessment Topics

In accordance with rule 5101:2-42-18 (M), a home assessment shall be completed on an annual basis. Background check shall be required on any new adults in the home and the Safety Check shall be conducted when the caregivers moves to a new residence.

Topic	Status
Caregiver / Household Information	
Background Checks	0 of 6 Answer(s) Provided
Safety Checks	0 of 9 Answer(s) Provided
Caregiver / Household Member Assessment	0 of 4 Answer(s) Provided
Caregiver Assurance	Not Complete
Agency Recommendation	Pending
Validate for Approval	

Conversion of Existing Kinship Providers

- All Kinship Provider records that do not have a current placement and do not have another active Provider Type (Foster Care, Adoption, etc.) will be closed.
- These Provider Types/Provider IDs, while closed, may still be used when processing KPIP Applications or Kinship Child Care Pre-Screening Tools.

Conversion of Existing Kinship Providers

- If a non-end-dated Kinship Placement exists, the record will remain in Active status.
- The system will create a child-specific Kinship Provider Type for each placed child and a 'shell' (meaning it does not contain any data) approved Kinship Assessment for each placed child.
- This 'shell' has a Copy feature which allows users to complete any Amendments or Annual Updates needed while the child remains placed.

Conversion of Existing Kinship Providers

- The 'shell' Kinship Assessment does not have a snapshot record attached to it, so any modifications to the Members list will show on that original 'shell' moving forward.

For further assistance:

- The SACWIS Knowledge Base contains an article to guide you through the process of completing the Kinship Assessment.
- Updates have also been made to the article Creating a Provider Record From a Provider Inquiry
- <http://jfskb.com/sacwis>
- SACWIS_HELP_DESK@jfs.ohio.gov
- SACWIS Provider Team Members