Introduction to CAPMIS
(Comprehensive Assessment and Planning Model - Interim System)

Caseworker Readiness Activity

- CAPMIS is a **structured assessment and decision-support model**. It assists workers in making accurate and effective decisions that promote children's safety, permanence, and well-being. CAPMIS guides the casework process throughout the life of a case.

- CAPMIS helps establish practice **expectations**, operationalizes **definitions** of key terms, specifies **assessment criteria**, and provides rules to support reliable and valid decisions.

- CAPMIS provides the model to measure the risk to a child's safety from two perspectives:
  
  First, you must be continually vigilant in recognizing and assessing safety threats in all child welfare cases, at all times. Pay attention to identifying children at risk of serious harm at all family contacts and casework activities throughout the life of the case.

  Secondly, you will also conduct formal assessments **at prescribed decision-making points**.

- The continuum below shows the **concurrent process** of ongoing and formal assessment of risk to a child's safety throughout a case from these two perspectives.

![Ongoing assessment of child safety](image)

**Ongoing assessment of child safety is conducted at every contact with the child and family**

- **Screening at Intake**
- **Safety Assessment**
- **Strengths/Needs Assessment**
- **Actuarial Risk Assessment**
- **Reviews/Re-Assessments**
- **Reunif./Closure**

**Formal assessments also occur at prescribed decision-making points**
CAPMIS includes a **variety of tools** that support specific decisions at these key decision-making points. The model provides guidance on how to gather relevant data, how to organize a case, and how to document findings and decisions. The tools and their purpose are as follows:

- **The Safety Assessment** supports caseworkers’ decision of whether or not a child is safe.
- **The Safety Plan** is a specific and concrete strategic action plan for protecting an unsafe child.
- **The Family Assessment** includes a risk classification tool and supports caseworkers’ decision of whether or not a family needs ongoing agency services. It also identifies the family’s strengths and needs to guide case planning.
- **The Case Plan** identifies intervention services to address maladaptive behaviors that impact child abuse and neglect in order to affect change.
- **The Case Review** supports the caseworkers’ decision regarding the need for continued agency intervention and the need for a case plan amendment.
- **The Semiannual Administrative Review (SAR)** is the mandated review of the case plan and determines whether services provided to families have impacted the risk to the child's safety.
- **The Reunification Assessment** assists the caseworkers in determining whether or not a family and child are ready for reunification.
- **The Ongoing Case Assessment/Investigation** tool is used to document investigative activities and to determine the need for a case plan amendment when a report of child abuse and/or neglect is received on an open, ongoing case.
- **The Specialized Assessment/Investigation** tool is used to document investigative activities for child abuse and/or neglect reports involving out-of-home care settings, and involving an alleged perpetrator who has access to the child by virtue of his/her employment or affiliation with an institution.

**Activity:**

Locate and review each of the CAPMIS tools listed above.

If you have been assigned to a unit or position, talk with your supervisor about what tools you will be using, when they are due, and, most importantly, how will they be used in case decision-making. You should be familiar with all tools, however, regardless of your assigned role.
The Ohio Child Welfare Training Program provides several learning opportunities. Talk with your supervisor about participating in all or some of the following CAPMIS training:

**CAPMIS Implementation Training Curriculum:** A two-day standardized workshop that provides foundational understanding of the CAPMIS model. Trainees become familiar with key CAPMIS components, their purpose, and their requirements. Trainees demonstrate their knowledge of the process and tools through application to case scenarios.

**Screening: The First Step in Child Protection:** A one-day workshop that focuses on skill development in engaging and interviewing referents, prompting for detailed information regarding safety factors, categorizing referral information based on CAPMIS screening guidelines, and making accurate safety and risk informed decisions.

Participants discuss how the screening process fits in the overall role of child protection as determined by federal and state law, agency protocol, and practice standards. They receive and practice sample screening questions for various categories of child maltreatment, including the identification of “red flags” that may indicate additional areas of concern to explore.

**The CAPMIS Tool Kit:** A compilation of skill-building activities that provides additional application and practice opportunities beyond the two-day foundational training. Activities within the Tool Kit may be customized to meet the learner’s needs in the classroom, through self-study, through in-agency supervisor/unit activity, or individual or group coaching.