

Kids Central, Inc. System of Care Policy & Procedure

Series: Quality Management

Policy Name: Child Death Reviews

Policy Number: 302

Origination Date: 8/18/06

Revision Date: 1/13/11

Authority: 65C-30.020 F.A.C., 65C-30.021 F.A.C., 383.402 F.S.

Reference:

Attachments:

Policy:

It is the policy of Kids Central to fully comply and cooperate with the DCF and law enforcement in their investigation and review of the death of any child who has died while in the custody of Kids Central or under the supervision a Case Management Agency (CMA) regardless of whether there are allegations of abuse or neglect. This includes in-home and out-of-home programs and children in pre-finalized adoptive homes.

1. Any employee of the department, the contracted service providers or sheriff's offices who conduct protective investigations, who has knowledge of a child's death and who has reasonable cause to suspect that the child died as a result of the abuse, neglect or abandonment shall immediately report the death to the Florida Abuse Hotline. A report is required even when there are no surviving children living in the home.
2. Whenever it appears that a child died as a result of abuse, neglect or abandonment, or when a child dies for reasons unrelated to abuse, neglect or abandonment during the course of an active child protective investigation, a safety assessment and high risk designation per Rule 65C-29.012, F.A.C., shall be conducted by the child protective investigator to ensure the safety of any surviving children.

Procedure:

A. General Information

1. Section 383.402, F.S., requires three separate review processes in child abuse death assessment and prevention:
 - a. A local internal review where Kids Central staff or providers may be invited to attend.
 - b. A circuit wide Review Team headed by the Health Department to review all child deaths in the county, not just those alleged to be as a result of abuse/neglect.
 - c. Statewide review team.
2. It is the responsibility of DCF to investigate and review the child deaths.

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3. It is the responsibility of Kids Central and its providers to notify DCF and the proper authorities as listed below of the deaths of any child in the care of Kids Central or any child under the supervision of a Kids Central provider.

B. Per the FL Administrative Code 65C-30.020

Whenever a Services Worker learns that a child under supervision has died, that Services Worker shall ensure that the Kid's Central, Inc.'s Chief Executive Officer or designee is orally notified immediately upon learning that a death may be due to abuse, neglect or abandonment and in writing within 24 hours of the death.

Written notification of all child deaths alleged to have occurred as a result of abuse, neglect or abandonment or of the deaths of children who are the subjects of an open abuse, neglect or abandonment investigation or currently ongoing services, regardless of whether there are allegations of death due to abuse, neglect or abandonment, shall be given to the following individuals within one working day of the oral notification:

- a. Secretary of the department;
- b. Deputy Secretary for Operations and Technology;
- c. Deputy Secretary for Community-Based Care and Family Self-Sufficiency;
- d. Legal Services General Counsel;
- e. Director for the Office of Communications;
- f. Inspector General
- g. Director for the Office of Family Safety;
- h. Chief of Family Safety Quality Management;
- i. Local Death Review Coordinator, and;
- j. Statewide Child Death Review Coordinator

C. Major objectives of the death review process

1. Identify, to the extent possible, the causes and circumstances of the child's death and identify what if anything could have been done to prevent the child's death.
2. Identify programmatic or operational issues that need to be analyzed and possibly changed.
3. Identify any patterns or trends that may need to be addressed.
4. Ensure timely notification of and appropriate coordination with law enforcement, the medical examiner, the state attorney's office, and other community agencies involved in the investigation and review of the death.
5. Identify community resources for children and families that are needed, but are currently unavailable or inaccessible.

D. Internal Kids Central Death Reviews

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1. The child's Family Care Manager Supervisor (FCMS) is required to submit a comprehensive case summary to the Chief Executive Officer and Chief of Operations within 72 hours of learning of the child's death. This summary will be used as part of the internal Kids Central death review process.
2. If assigned, the Quality Management Department may also complete its own comprehensive case review of the circumstances and events surrounding the child's death. This will be done at the discretion of the Kids Central Chief Executive Officer.
3. Kids Central will participate in the state and regional DCF death review process.
4. The Kids Central CEO or designee will handle all media and community communication.

E. Deaths Investigated by Child Protective Investigations

1. If the child death is investigated by DCF Child Protective Investigations, a staffing that includes service providers, Family Services staff, and Protective Investigations staff will be held.
2. Either Protective Investigations or Family Services may request the staffing.

F. Grief Services for Staff and Caretakers

1. Grief services will be provided for all Kids Central staff involved in the deceased child(ren)'s case via the Employee Assistance Program.
2. Care management agencies are responsible for providing grief services to their staff.
3. Care management agencies are responsible for offering grief services and referrals to family members and caretakers of the deceased child(ren).

Approved By:



Cynthia A. Schuler, Chief Executive Officer

Date