

## CHAPTER 10. PROGRAMS, BOARDS, AND COUNCILS: OPERATION AND ADMINISTRATION

### SUBCHAPTER 25. FREESTANDING MULTIDISCIPLINARY CHILD ABUSE TEAMS

#### 135:10-25-1. Origin and authority

The legislature gave the Oklahoma Commission on Children and Youth responsibilities for coordinating with each district attorney in the development of freestanding multidisciplinary child abuse teams in each county of the district attorney or in a contiguous group of counties pursuant to 10A O.S. Supp. 2013, Section 1-9-102 (A)(1). The Oklahoma Commission on Children and Youth shall have the authority:

- ~~(1) To approve freestanding multidisciplinary child abuse teams;~~
- ~~(2) To evaluate the functioning of existing and new freestanding multidisciplinary child abuse teams by conducting annual on-site reviews to ensure compliance of freestanding multidisciplinary child abuse teams with minimal standards;~~
- ~~(2) To approve freestanding multidisciplinary child abuse teams identified as functioning or provisionally functioning for funding eligibility;~~
- (3) To designate a freestanding multidisciplinary child abuse team as functioning, provisionally functioning, or non-functioning in accordance with freestanding multidisciplinary child abuse team minimal standards;
- (4) To remove freestanding multidisciplinary child abuse team from the list of functioning freestanding multidisciplinary child abuse teams when non-compliant with minimal standards.

#### 135:10-25-3. Approval of freestanding multidisciplinary child abuse team

(a) **Definitions.** The following words and terms, when used in the Subchapters, shall have the following meaning, unless the context clearly indicates otherwise:

- (1) "**Annual survey**" means a written document submitted to the Commission summarizing the activities of the team as related to child protection investigations and services with the data elements and format proscribed by the Commission.
- ~~(2) "Annual Site Review" means the annual on-site review of multidisciplinary team records that assist the Commission in determining the functioning of the freestanding multidisciplinary team end of fiscal year multidisciplinary team document review that assists the Commission in determining the functioning of the freestanding multidisciplinary team. The review process uses standardized scoring tools and is conducted by Commission staff and members of the Child Abuse Training and Coordination Council (CATCC).~~
- (3) "**Annual Site Visit**" means an on-site compliance visit conducted by either OCCY staff or a team coordinator of a functioning freestanding multidisciplinary team. When possible, a freestanding multidisciplinary team will have an annual site visit conducted by OCCY staff every other year and a team coordinator of a peer freestanding multidisciplinary team the alternating years.
- ~~(4) "Commission" means the Oklahoma Commission on Children and Youth~~
- ~~(5) "Confidentiality statement" means the written document signed by the multidisciplinary team members assuring that all proceedings conducted during team meetings and child protective investigations will be kept confidential according to clearly defined limits, state law, and respective agency policy and procedure.~~
- ~~(6) "Community Needs Assessment" means conducting a process that results in a written document that identifies available services, service gaps, untapped resources and community based priorities for improvement or development of services to the victim and family according to the format and schedule of the Commission.~~
- ~~(7) "Child Abuse Multidisciplinary Account" means a continuing fund established by the Oklahoma Legislature for the purpose of providing operating funds to provisionally functioning and functioning multidisciplinary teams.~~
- ~~(8) "Child Advocacy Center" means a child friendly, safe and neutral location in which law enforcement and child protective services may conduct and observe forensic interviews with children who are alleged victims of crimes and where non-offending family members may receive support, crisis intervention, and referrals for mental health and medical treatment.~~
- ~~(9) "Multidisciplinary Child Abuse Team" means a Multidisciplinary Child Abuse team utilized by a Child Advocacy Center to meet National Accreditation Standards.~~
- ~~(10) "Data Collection" means multidisciplinary teams shall maintain data on every case reviewed by the multidisciplinary team in the a secure database following the format proscribed by the Commission.~~
- ~~(11) "Expertise" means individual team members' obtaining training and experience in a particular aspect of the multidisciplinary team approach, conducting legally sound and age appropriate interviews, effective investigation techniques, or knowledge about how to conduct joint investigations.~~
- ~~(12) "Freestanding multidisciplinary team" means a team not used by a child advocacy center for its accreditation.~~
- ~~(12) "Functioning Freestanding Multidisciplinary Child Abuse Team" means a freestanding multidisciplinary team that has met minimal standards promulgated by the Commission.~~
- ~~(13) "Provisionally Functioning Freestanding Multidisciplinary Child Abuse Team" means a team that has met the minimal freestanding multidisciplinary team standards for a new team.~~

~~(14)~~ **"Non-Functional Freestanding Multidisciplinary Child Abuse Team"** means a team that has not met the minimal standards promulgated by the Commission.

~~(15)~~ **(13) "Joint Investigations"** means law enforcement and child welfare staff collaborative investigation with written protocols to decrease duplicative efforts and to ensure a thorough process.

~~(16)~~ **(14) "Interagency agreement(s)"** means the written document(s) signed by the multidisciplinary team member agencies that specify the cooperative effort of the member agencies to the team and delineates roles and responsibilities.

~~(17)~~ **(15) "Initial Freestanding Multidisciplinary Child Abuse Team Training"** means training conducted during the early formation of the team where individual team members are oriented to the multidisciplinary child abuse team approach.

~~(18)~~ **"Multidisciplinary Child Abuse Team"** means a group of individuals of differing disciplines working together collaboratively on a common purpose.

~~(19)~~ **(16) "Protocol"** means specific methods and procedures used to conduct child protection investigations and interviews.

~~(20)~~ **(17) "Standards"** means the criteria used to determine functionality of a multidisciplinary team.

**(18) "Peer Review"** means the use of a team coordinator of a functioning freestanding multidisciplinary team to conduct an annual site visit of another freestanding multidisciplinary team after receiving the training and tools from OCCY to conduct such visits.

**(b) Types of Freestanding Multidisciplinary Child Abuse Team.**

**(1) Functioning Freestanding Multidisciplinary Child Abuse Team.** A Freestanding Multidisciplinary Child Abuse Team shall be included on the list of Freestanding Multidisciplinary Child Abuse Teams when documentation that supports compliance with minimal standards for a functioning freestanding multidisciplinary child abuse team.

**(2) Provisionally Functioning Freestanding Multidisciplinary Child Abuse Team.** A Provisionally Functioning Freestanding Multidisciplinary Child Abuse Team shall be included on the list of Functioning Freestanding Multidisciplinary Child Abuse Team when documentation supports compliance with minimal standards for a provisionally functioning Freestanding Multidisciplinary Child Abuse Team.

**(3) Non-Functioning Freestanding Multidisciplinary Child Abuse Team.** A Non-Functioning Freestanding Multidisciplinary Child Abuse Team shall be removed from the list of Functioning Freestanding Multidisciplinary Child Abuse Team when documentation does not support compliance with minimal standards for a functioning or provisionally functioning Freestanding Multidisciplinary Child Abuse Team.

**(c) Annual On-Site Review.**

~~(1) Annual On-Site Visit.~~ Commission staff annually shall conduct one on-site compliance visit to each Freestanding Multidisciplinary Child Abuse Team to document compliance with minimal Freestanding Multidisciplinary Child Abuse Team standards.

~~(2) During each on-site compliance visit~~ annual review Commission staff shall request a completed Annual Survey document and review ~~Freestanding Multidisciplinary Child Abuse Team:~~ copies of the interagency agreement, confidentiality statements, member sign-in sheets, joint-investigation and interview protocol, case review documentation, training records, financial accountability policies, and other documents to ascertain compliance with minimal standards.

**(d) Annual Site Visit.** Freestanding multidisciplinary teams shall participate in either one on-site compliance visit conducted by Commission staff or one Peer Review visit annually to document compliance with minimal freestanding multidisciplinary child abuse team standards. Peer reviews shall be conducted by team coordinators that have completed peer review training provided by Commission staff and use the scoring tools included in that training.

~~(d)~~ **(e) Forms.** Commission staff shall use standardized on-site review forms available for public inspection.

~~(e)~~ **(f) Reports.** Commission staff shall annually issue a Freestanding Multidisciplinary Child Abuse Team Summary Report.

**(g) Secure Database.**

**(1)** Each freestanding multidisciplinary team shall use the secure database designated by the Commission to collect information during a case review. Information collected includes case specific, identifiable information such as demographics, process measures related to the freestanding multidisciplinary team work and outcome measures related to the safety and wellbeing of the involved children.

**(2)** The database shall maintain strict security of all state and citizen data entrusted to it and is subject to applicable federal and state laws, rules, regulations and policies under the direction of the Chief Information Officer of the Office of Management and Enterprise Services.

**(3)** Each freestanding multidisciplinary team coordinator, upon signing a confidentiality agreement, will be granted secured access to only their team's database for the purpose of preparing, monitoring and reporting case information.

**(4)** OCCY staff and contractors supporting the development, maintenance and improvement of the database will have secured access to the freestanding multidisciplinary team database and its information as necessary to carry out the OCCY mission. OCCY may enter into contracts and intra-agency agreements for data sharing for the sole purposes of programmatic and systemic improvements or evaluation that benefit the state's child serving systems.

~~A freestanding multidisciplinary child abuse team conducts joint investigations in an effort to effectively respond to a report of alleged child abuse is designed to utilize the case review process to increase cooperation and communication between partner agencies, coordinate and encourage joint investigative efforts between law enforcement and child welfare staff, eliminate duplicative processes and minimize trauma to child victims.~~

**135:10-25-8. Process for removal of a non-functioning freestanding multidisciplinary child abuse team from the list of freestanding functioning multidisciplinary child abuse teams.**

**(a) Process for removal.**

(1) Commission staff shall submit a recommendation for removal of a Freestanding Multidisciplinary Child Abuse Team ~~as~~ to the Commission Director or the Commission Director designee within (30) days of the annual on-site review.

(2) Freestanding Multidisciplinary Child Abuse Team Coordinator or District Attorney shall submit all responses to the recommendation for removal to the Commission Director or Commission Director designee within (10) days of receipt of the notice.

(3) The Commission Director or designee shall be the final decision maker regarding the recommendation for removal of a Freestanding Multidisciplinary Child Abuse Team from the list of Freestanding Multidisciplinary Child Abuse Teams.

(4) The Commission Director or Commission Director Designee will make the final decision within (30) days of the recommendation for removal of a Freestanding Multidisciplinary Child Abuse Team from the listing of Freestanding Multidisciplinary Child Abuse Teams.

(5) Commission staff will send a finding letter within (45) days of the recommendation to remove a Freestanding Multidisciplinary Child Abuse Team from the list of Freestanding Multidisciplinary Child Abuse Teams.

(6) Freestanding Multidisciplinary Child Abuse Team Coordinator or District Attorney may appeal the final decision of removal to the Commission.

**(b) Complaint Procedure.** Complaints received by the Commission concerning Freestanding Multidisciplinary Child Abuse Team case reviews shall be referred to the Oklahoma Commission on Children and Youth, Office of Juvenile System Oversight.

**(c) Public Inspection of Freestanding Multidisciplinary Child Abuse Team Records.**

(1) **Legal Basis.** The Oklahoma Commission on Children and Youth is subject to the Oklahoma Open Records Act Section 24A.1 et.seq. of Title 51 of the review unless they are required by law to be kept confidential.

(2) **Freestanding Multidisciplinary Child Abuse Team Records.** All Oklahoma Commission on Children and Youth Freestanding Multidisciplinary Child Abuse Team records required to establish the level of functioning of a Freestanding Multidisciplinary Child Abuse Team are considered public records shall be open and available for public inspection during reasonable hours.

(3) **Location of Freestanding Multidisciplinary Child Abuse Team Records.** Freestanding Multidisciplinary Child Abuse Team records shall be located at the Oklahoma Commission on Children and Youth office and shall be inspected at that location. ~~The Oklahoma Commission on Children and Youth is located at 1111 North Lee Avenue, Suite 500, and Oklahoma City, Oklahoma, 73118.~~

(4) **Preparation of Freestanding Multidisciplinary Child Abuse Team Records for inspection.** Commission staff shall review the entire record and shall remove confidential information.

(5) **Release of confidential Freestanding Multidisciplinary Child Abuse Team information.** Confidential information shall only be released as provided by statute.