



**OKLAHOMA
COMMISSION ON
CHILDREN AND YOUTH**

Presented by Keith Pirtle, Kim
Rebsamen and Lee Inbody

Case Review Introductions



- The purpose of this training and discussion is to look at tools, concepts and strategies to create the best recommendations possible for your Judge and child welfare.
- All boards are different and have their own ways of looking at cases and writing recommendations. That is OK
- Regardless of those differences, improving PARB recommendations can help build rapport with the court, DHS and others, for the good of these families.

Case Review Philosophy



We believe that any review helps the case by keeping an eye on what is going on and reporting to the Judge and child welfare

We believe that there is always room for improvement

We want to share with you different ways of doing things for your consideration

What you review and who you hear from



1. Only review cases you really need to
 - A. Track cases (Use the database or create your own).
 - B. Don't depend just on DHS or the docket list.
2. Hear from as many people as possible
 - A. Foster parents
 - B. CASA
 - C. DHS
 - D. Case File
 - E. Other members who may know them or attended court

Overarching themes to remember when reviewing cases



Ask your Judge how you are doing

Slow Down

Look at cases only every 6 months

PARB reviewer's role as an independent observer is not to criticize, but to provide thoughtful, unbiased and constructive input to the Judge, DA, and DHS, so the children spend the least amount of time without safe permanency.

Know your community services and resources

Know what typical services are available (CHUBS),
Community Mental Health Center, OKSA

Call providers and learn about community resources

Know what requirements are for certain services. IE
DDS

Make a list of services, see manual

Attend Court (Someone on the board)

How are reviews conducted?



Individual assignments or group only?

Assign someone to do the homework

Have a checklist available to know what to look for

Read your recommendation out loud for the rest of the board to give ideas

Who asks questions of DHS?



Just the chair?

All of you?

The person assigned?

Use the checklist to know what to ask

Checklists and Sample Recommendations



Checklists

Use as a reference and reminder not a complete all the boxes

Sample Recommendations

PARB REVIEWER CHECKLIST

Initial Steps:

1. Check form on inside cover of case file to see if there is a related case to be reviewed in conjunction with this file.
2. Note any missing dates on form so they can be updated with your review (adjudication date, relinquishment date, etc. This will save time for subsequent reviews.
3. Pay special attention to:
 1. time child has been out of home
 2. disposition date (this is when parents agree to their ISP)
 3. current status of safety concerns which led to removal
4. Read last review in case file to ascertain concerns/recommendations/requests of previous

Current Review process:

1. Keep in mind the children's age and how long they have been in out of home placement.
2. With any previous items from #4 above in mind, review new documents, Caseworker update and other new information.
3. Update any new dates/ KK#, etc. on form on inside cover of case file as needed. This saves time for each subsequent reviewer!
4. Parent:
 - a. Are there previous child welfare issues? Relinquishment, termination or reunification?
 - b. Were any previous removals for same reason as current case?
 - c. Does ISP adequately address resolving safety concerns which led to removal as well as most significant risks/ barriers to reunification?
 - d. Given time since disposition, does individual progress demonstrate a commitment to reuniting with their child? Does your own assessment agree with or differ from DHS?
 1. stable living arrangements
 2. stable employment or source of income to support family
 3. successfully completing recommended services: is parent engaged and actively addressing safety concerns or is participation superficial
 4. staying away from individuals that enable or threaten safety
 5. maintaining appropriate contact with CSW
 6. is CSW providing adequate oversight & support
5. Child:
 - a. How long has child been in out of home care?
 - b. How old is the child?
 - c. Do current behaviors, health, school performance, interaction with others indicate placement is appropriately supportive? Have there been multiple changes in placement?
 - d. Is necessary therapy being provided? Is progress being made?
 - e. What is current visitation status? How are parents interacting with child? What is child's behavior following visitation?
 - f. Is contact being facilitated with siblings?
 - g. If child is older (teen), what is his/her desire for permanency and is that being considered

Requests/Recommendations:

1. Do we need document signed by Judge to close case no longer in DHS custody?
2. Did we receive adequate information on child & parent to assess points listed in Review section? If not, how can we obtain what is needed?
 - a. call CSW
 - b. request update & postpone review or set short date for next review
 - c. request information from therapist, school, foster parent
3. Were adjudication, disposition timely? If not, why?
4. If child has been out of home more than 12 months, look seriously at progress on ISP.
5. If child has been out of home 18 months or more, is termination/relinquishment being recommended? If not, why? Is reunification still a viable permanency plan?
6. Immediate termination upon removal is an option for the court when a parent has lost rights to previous children. This is especially true when current removal is for the same cause. The DA usually allows DHS to offer a new ISP unless circumstances are particularly egregious. Consider recommending Judge give 90 days to demonstrate significant progress on ISP or termination of rights will be pursued.
7. If natural parent is absent, is publication being pursued? Paternity testing?
8. Does family (child or parent) need therapeutic, educational or medical support not currently being provided? If yes, but issues are not improving, is a change appropriate?
9. Does foster placement need to change or have there been too many changes? Is child in least restrictive placement, given their behavioral, mental health issues?
10. Is child/parent/family therapy productive? If not, what might improve it? Are all parties participating? Has DHS provided enough information or do we need to request a report directly from therapist? For older teen, has independent living preparation been addressed?
11. Is level of visitation (or trial reunification) currently allowed or being recommended appropriate?
12. Do we support DHS' recommendation for trial or permanent reunification?
13. Given current safety status, would the child be removed if still in home or would an alternative to removal be explored?

What to look for in Transition cases

- 1) Petition
 - a) What brought youth into custody
- 2) Are they receiving OKSA services? (Oklahoma Successful Adulthood, formerly Independent Living Services)
 - a) Plan for my Future
 - b) 7 Key Elements
 - c) Essential Documents, ie, birth certificate and social security card
- 3) Are they interested in College/Trade School?
 - a) OHLAP (Oklahoma Higher Learning Access Program)
 - b) OK Promise
 - c) Are they on track to graduate High School on time?
 - d) Credit recovery if not on track
 - e) Are they interested in attending Job Corps?
- 4) Therapy reports
- 5) Individual Service Plans (ISP)
- 6) Placement information
 - a) Traditional Foster Home
 - b) Group home
 - c) Shelter
 - d) Kinship
- 7) Links
 - a) <https://nrcys.ou.edu/oksa/about>
 - b) https://nrcys.ou.edu/file_access/4816/4857/9191/OK_Promise_Flyer_2021.pdf

CASE NAME _____ JD# _____

DATE	
	Original Petition filed
	Adjudication as to Mother 30-90 days
	Adjudication as to Father 30-90 days
	ICWA applies TRIBE:
	Individualized Service/Permanency Plan (ISP) written within 60 days of removal
	Dispositional Hearing within 40 days of adjudication permanency plan, treatment/service plan adopted
	Court Review/Permanency Hearing every 6 months
	Court/Progress Report from DHS every 6 months
	Parents ordered to pay child support within 6 months of removal
	Children receiving necessary services including independent living for children 16 and over
	Children's school progress is satisfactory
	Children receiving medical treatment (including preventative)
	Progress toward treatment plan goals are being made
	Visitation - If siblings are separated, are they visiting on a regular basis?
	Are parents visiting their children?
	Is there a concurrent permanency plan?
	Termination Process
	When reunification is no longer the case goal, child is staffed for adoption unless there are compelling reasons
	Termination filed on Mother if children out of home 15 out of 22 months
	Termination filed on Dad(s) if children out of home 15 out of 22 months
	Termination completed on all parents
	Case Goal Plan of Adoption
	1. Child's name added to Y1602 Report within 30 days.(report automatically updated when the child's case goal plan is modified to adoption)
	2. Criteria staffing
	3. Child profile summary and picture prepared
	4. Statewide staffing
	5. Child participates in matching party, picture posted on websites.
	6. Child listed on the Oklahoma Adoption Exchange within 90 days of termination of parental rights if no adoptive home has been identified.
	Adoptive Placement Identified
	1. Referral to SWIFT service contractor when prospective family identified.
	2. Assist new parent in filling out 6 necessary forms, home study , background check
	3. Adoptive Parents attend PRIDE orientation (21 hours)
	4. Disclosure presented to prospective family
	5. Trial Adoption status (usually for 6 months if child has not resided in home prior to adoption authorization)
	6. Adoption finalized
	7. Post Adoptive Services offered

FINDINGS AND RECOMMENDATIONS

PARB District/Board#	Nowhere	JD#: 2020-44	KK# 20
Review of	Po		
Reviewer:	Br	Review Date:	6/7/2022
The Honorable	K	Next Court Date	
Assistant District Attorney (ADA)			
PARB Reviewer	Bre	Date	6/7/2022
		Next Review Date	
Current DHS Worker		DHS Supervisor	
Phone#		Phone#	
Contact Date		Contact Date	
Foster Parents	1. 	Contact Date	
	2. 	Contact Date	
Dads' Attorneys	1. 	Mom's Attorney	
	2. 	Other Attorney	
CASA		Tribe	
Tribal Worker			

Name of Child / Gender	Age / DOB	Type of Placement # of Months out of Home	Child's Attorney	ICWA	Case Closed
An Female	1 year 4 months 02/01/2021			☐	☐

BOARD'S FINDINGS:

BOARD'S RECOMMENDATIONS:

Board supports adoption.

"Terminate Parental Rights"

"Concur with DHS"

"Continue with plan"

"Why is this Mom allowed to have children?"

"Please do something about this father"

PARB Chairperson:

Judicial Acknowledgement:

FINDINGS AND RECOMMENDATIONS

PARB District/Board#		JD#: 2022-		KK#4	
Review of	n				
Reviewer:	a	Review Date:	5/16/2022		
The Honorable	y	Next Court Date	5/26/2022		
Assistant District Attorney (ADA)					
PARB Reviewer	a	Date	5/16/2022	Next Review Date	
Current DHS Worker	s	DHS Supervisor			
Phone#		Phone#			
Contact Date	5/16/2022	Contact Date			
Foster Parents	1. 	Contact Date			
	2. 	Contact Date			
Dads' Attorneys	1. 	Mom's Attorney			
	2. 	Other Attorney			
CASA		Tribe			
Tribal Worker					

Name of Child / Gender	Age / DOB	Type of Placement # of Months out of Home	Child's Attorney	ICWA	Case Closed
M Male	17 years 1 month	Group Home 3		☐	☐

BOARD'S FINDINGS:

BOARD'S RECOMMENDATIONS:

The Board supports the plan. Continue working on OKSA and other resources to help @@@@@ successfully transition to adulthood. Look into what Youth & Family Services may be able to offer for independent living as well. You may also pursue involving dad in therapy if that would help @@@@@ open up with his therapist.

PARB Chairperson: Judicial Acknowledgement:

FINDINGS AND RECOMMENDATIONS

PARB District/Board#		JD#: 2021-00	KK#9
Review of	n		
Reviewer:	k	Review Date:	11/22/2021
The Honorable	y	Next Court Date	
Assistant District Attorney (ADA)	y		
PARB Reviewer	k	Date	11/22/2021
		Next Review Date	
Current DHS Worker	y	DHS Supervisor	n
Phone#		Phone#	
Contact Date		Contact Date	
Foster Parents	1. 	Contact Date	
	2. 	Contact Date	
Dads' Attorneys	1. 	Mom's Attorney	Jy
	2. 	Other Attorney	
CASA		Tribe	
Tribal Worker			

Name of Child / Gender	Age / DOB	Type of Placement # of Months out of Home	Child's Attorney	ICWA	Case Closed
Ln Male	5 years 6 months	Traditional Foster Care 3		☐	☐
an Female	8 years 10 months	Traditional Foster Care 3		☐	☐
Chn Female		Traditional Foster Care 3		☐	☐

BOARD'S FINDINGS:

The PARB is pleased with the quick development of the comprehensive ISP. We are disappointed that the DDS case manager did not identify the abuse earlier or work to address the malnourishment of the children or identify the domestic violence perpetrated by the mother. We hope that DHS and DDS will continue to work together to address the needs in the home. We have concerns that Mom may manipulate the case and go through the motions without addressing her domestic violence, substance abuse and proper feeding of the children. However, she must be given the opportunity to do so.

PARB Chairperson: Judicial Acknowledgement:

FINDINGS AND RECOMMENDATIONS

BOARD'S RECOMMENDATIONS:

PARB recommends that DHS continue to support the parents engagement and progress on the ISP, connect the Mom to mental health services and support the children and the foster home to help with the children's malnourishment and behavioral health issues.

PARB Chairperson: Keith Pirtle

Judicial Acknowledgement: _____

FINDINGS AND RECOMMENDATIONS

PARB District/Board#		JD#: 2021-		KK#	
Review of	Am				
Reviewer:	e		Review Date:	5/16/2022	
The Honorable	y		Next Court Date		
Assistant District Attorney (ADA)	p				
PARB Reviewer	e		Date	5/16/2022	Next Review Date
Current DHS Worker	tu		DHS Supervisor		
Phone#			Phone#		
Contact Date			Contact Date		
Foster Parents	1. 		Contact Date		
	2. 		Contact Date		
Dads' Attorneys	1. 		Mom's Attorney		
	2. 		Other Attorney		
CASA			Tribe		
Tribal Worker					

Name of Child / Gender	Age / DOB	Type of Placement # of Months out of Home	Child's Attorney	ICWA	Case Closed
m Female	6 years 10 months	Kinship 13		☐	☐
tum Male	12 years 2 months	Kinship 13	g	☐	☐

BOARD'S FINDINGS:

BOARD'S RECOMMENDATIONS:

Due to concerns in behavior by %%%%, our recommendation is to hold off on any changes at this time. With documentation of Mr. HGYH asking children to not speak to their therapist, I am recommending working backwards to supervised visits. If the case stays at unsupervised visits, my recommendation is regular and frequent unannounced visits from DHS. I am also recommending a court order to change therapists. At this time, one therapist is seeing both individuals for therapy, as well as being their marriage therapist. Parents need their own individual therapists and a third therapist who is certified in domestic violence to see them as a couple.

PARB Chairperson: _____ Judicial Acknowledgement: _____

How Do You Start?



- **Review the case file**
 - See next slide
- **Things to know**
 - What conditions did the court tell the parents to correct? (see adj order)
 - Requirements and progress on the ISP
 - Progress is judged behaviorally and not just focused on ISP completion
 - Visitation/FTP
 - Parents and siblings
 - Permanency Plan
- **Ask Questions**
 - See PARB volunteer manual

Reviewing the Case File



Petition

DHS Reports

Prior PARB Recommendations

CASA Reports

Visitation orders/FTP

Court Orders

Treatment Plans

What Type of Hearing?

- Knowing determines the parameters of the court's review and helps a volunteer tailor recommendations that are relevant to the findings the court must make

Types of hearings PARB should not generally review case for:



- Service
- Adjudication
- Genetic Testing
- Non-Jury or Jury Trials
- Motion hearings unless specifically requested

JD-2022-100

ADJUDICATION: NM; SERVICE-ADJ: NM (ADJN)
represented by PUBLIC DEFENDER

JD-2022-

PUBLICATION: UNKNOWN NF & SERVICE-ADJ: NM ()
represented by PUBLIC DEFENDER

JD-2021-100

Permanency Hearing (PRMH)
represented by DEFENDER, PUBLIC

JD-2022-

DISPOSITION HEARING DOCKET: NM (DHD)
represented by PUBLIC DEFENDER

JD-2019-100

MOTION FOR SIBLING SEPARATION AS TO M/C R AND M/C I (HEA)

Adjudication Hearing



- Court determines if children are deprived
- Generally, PARB does not review cases at this stage *unless* the child has been held in an out of home placement for six months after removal

- **GREAT TIME TO REVIEW CASES**
 - the court decides who gets legal custody of the children.
 - An **ISP** should be entered for the **parent/s**
 - An **ISP** should be entered for **each child**
 - An ISP must be related to and address the conditions which the court found in the adjudication order.
- **NOTE:** evidence of change in conditions by parents should be demonstrated through parents behavior not solely completion of the treatment plan.
 - the court should enter a **visitation plan for parents and siblings** if appropriate.
 - Court must determine the **permanency plan** (PP) for the child (including concurrent planning)
 - AND the court should Determine if DHS is making **reasonable efforts** (RE) toward that plan.

Permanency Hearing



- At the permanency hearing (PH) the court should determine the following:
 - Permanency Plan: Adoption, Legal Guardianship, Return Home, or Planned Alternative Placement?
 - Whether or not DHS has made Reasonable Efforts (RE) to meet the permanency goal. **A good parameter of Reasonable Efforts is whether or not DHS is assisting the family in removing barriers that prevent the child from returning home.**

Post Dispositional Review Hearing



- **Disposition orders are reviewed by the court**
 - Whether the Individual Service Plan, services, and placement meet the child's needs and are in the child's best interests
 - The extent to which progress has been made toward correcting the conditions that led to adjudication
 - whether the ISP or services are adequate and/or need to be modified or clarified for any reason
 - Whether visitation needs to be continued or modified including visits between siblings that are not placed together
 - If reasonable efforts have been made to provide services directed to correct the conditions that led to removal, to achieve the permanency plan, and to maintain sibling connections.
 - If a child 14 years or older is receiving independent living services (ILS) to transition to successful adulthood.

Writing the Recommendation



- **Formulate Concerns:** what is the board concerned about?
 - EX: the board is concerned natural mother is only having 1 hour of visitation per week.
- **Give Supporting Details (Use the “Findings” Box):**
 - EX: the board is concerned natural mother is only having 1 hour of visitation for the following reasons:
 - 1) the child is 1 year old and best practices recommend multiple, short weekly visits
 - 2) per the DHS worker, natural mother has made substantial progress on her treatment plan and has demonstrated sobriety for 3 months
 - 3) and both FM and DHS report natural mother does very well with the child during visitation.

Writing the Recommendation Cont'd



- **Provide a Solution (use the “Recommendations” Box):**
 - **EX:** The board is concerned natural mother is only having 1 hour a week of visitation for the following reasons:
 - 1) the child is 1 year old and best practices recommend multiple, short weekly visits
 - 2) per the DHS worker, natural mother has made substantial progress on her treatment plan and has demonstrated sobriety for 3 months
 - 3) and both FM and DHS report natural mother does very well with the child during visitation.
 - **Therefore, PARB recommends:**
 - 1) the Family Time Plan be amended to move to monitored visitation and increase visitation to 3 times a week for 1 hour.
 - 2) Have at least 1 visitation a week in natural mother’s home to start familiarizing the child with the space

- **Be Advisory, Do NOT Dictate**
 - Wrong: DHS did not make reasonable efforts
 - Right: PARB is concerned DHS has not made reasonable efforts
- Be professional (watch spelling and punctuation)
- Do not restate history of the case
- Use facts to support your recommendation
 - Wrong: DHS did not make reasonable efforts
 - Right: PARB is concerned DHS has not made reasonable efforts BECAUSE...
- Be accurate
- Use bullet points, numbering, and indention to make it easier to read

Writing Tips Continued



Documenting expressed concerns by the parties IS ok—especially if those parties do not have a strong role in the proceedings. EX: foster parent reports...

Little things matter! Big issues are often addressed (placement, permanency, etc.) at the court hearing. EX: IEP

It is important to know the background of the case but it is NOT PARB's role to re-investigate the case.

The board should understand the dynamics of the family and decisions made by agencies/court but should NOT expend time looking for error/fault in prior decisions. LOOK FOR SOLUTIONS to move the case forward.

Good Recommendations and Checklists



Kim Share

Lee Share

Keith Share-Samples of good and bad recommendations



POST ADJUDICATION REVIEW BOARD

PARB District/Board# : Board 2 (Tulsa)

JD Number: 2020-9999

Date: 8/24/2022

POST ADJUDICATION REVIEW BOARD FINDINGS AND RECOMMENDATIONS

The Honorable	Judge D	Next Court Date	8/25/2022
Review of	P Gee	KK#	1234567
PARB Reviewer	Jodi Pass	Last Review Date	8/21/2022
		Next Review Date	
Current DHS Worker	L Enore	DHS Supervisor	L Smith
Phone#	(918) 867-5309	DHS Phone#	(918) 123-4567
Contact Date	8/8/2022	DHS Supervisor	
Foster Parents	1. Betty	Contact Date	7/25/2022
	2.	Contact Date	
Dad's Attorneys	1. Greg	Mom's Attorney	Y Not
	2.	Other Attorney	
CASA	K Dee (Supervisor - J Bee)		
Tribal Worker		Tribe	

Name of Child	DOB/Age(Y)	Type of Placement	# of Months out of Home	Attorney	ICWA ?	Case Closed? Date/reason
P Ester	01/30/2020 / (2 years)	TraditionalFosterCare	23	T Vee	No	/

BOARD'S FINDINGS:

P, as reported by DHS, CASA, and foster mom, is doing well in her current traditional foster placement since she was moved from her kinship placement in January 2022. P is talking and is playful. Other than having RSV in June, she has no medical concerns .

NM is engaged in her ISP and visits with P 3-4 times per week. According to all parties, NM cares for P appropriately, attends visits and is engaged in therapy. Currently, the only aspect of the ISP that NM has not fulfilled is passing her UAs. DHS reports that drug counselors report that there is no outside indication of drug use. DHS has stated that there is no outside sign of drug use. She is currently only known to be taking Abilify.

Foster mom reports that natural mother is communicative and engaged with P. She reports that natural mother reaches out with questions and it is her, "best experience with bridging."

PARB is pleased with the NM's engagement in her ISP, her commitment to building a relationship with her daughter, and with her consistent bridging with the foster placement.

PARB is concerned that P is being further harmed by the length of this case.

PARB Chairperson: Kim Rebsamen

Judicial Acknowledgement:



**POST ADJUDICATION
REVIEW BOARD**

PARB District/Board# : Board 2 (Tulsa)

JD Number: 2020-9999

Date: 8/24/2022

POST ADJUDICATION REVIEW BOARD FINDINGS AND RECOMMENDATIONS

BOARD'S RECOMMENDATIONS:

PARB therefore recommends the following:

1. DHS should continue to make good faith efforts to assist NM in completing her drug testing.
2. DHS should pursue alternative methods to test for drug use such as hair follicle and/or blood testing.
3. Should NM pass her drug testing, it is recommended that unsupervised visits begin and trial reunification begin soon after.
4. Should unsupervised visits begin, DHS should connect NM with SoonerCare health line, Parent Pro through the Health Department, Child Guidance, and Emergency Infant Services for additional support.
5. Should NM continue to be unable to pass drug testing, it is recommended that termination of parental rights be pursued.
6. Should termination of parental rights occur, it is recommended that DHS pursue adoption with P's current traditional foster placement.

PARB Chairperson: Kim Rebsamen

Judicial Acknowledgement: