

Receiving a Report of Suspected Abuse or Neglect

The Child Protection Worker shall screen all information from a report of a child or youth who may be in need of protection.

REFERENCE

NWT Child and Family Services Act, section, 9(1)

PURPOSE

- To determine whether the information received in a report may meet the criteria for a child being in need of protection as per section 7(3) of the *Child and Family Services Act*.
- When the information is consistent with section 7(3), to determine the response priority and whether to continue with an investigation.

PROCEDURE

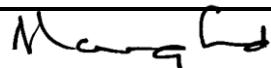
1. Gather as much information necessary to determine whether any of the circumstances in section 7(3) *might* be present, and if one or more protection concern *might* be present and determine the urgency of investigating further.
2. Document this information using the *Screening and Response Priority Assessment* ® form of the Structured Decision Making ® system.
3. Discuss the Screening and Response Priority Assessment decision points with your supervisor, and proceed accordingly.
4. Document the results in CFIS using the *Receiving a Report and the Screening and Response Priority Assessment* tool within 72 Hours of receiving the report.
5. Place the completed *Screening and Response Priority Assessment* ® in the Household File (screened-in assessments) or in a hard-copy SDM Assessments Records file (screened-out assessments).
6. Forward a copy of the *Screening and Response Priority Assessment* ® (screened in and screened out) to the Director, Child and Family Services @ fax (867)873-7706.

FORMS

- *Screening and Response Priority Assessment* ®
*go to: <http://docs.sdmdate.org/home>

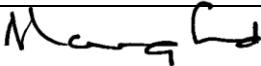
Effective Date:
April 1, 2016

Director of Child and Family Services



TOOLS

- NWT Screening and Response Priority Assessment PP Manual
- Receiving a Report and the Screening and Response Priority Assessment

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