

# Citizen Review Panel Serving Outagamie County

## Case Study Protocol

CAPTA legislation allows for cases studies in order for the Citizen Review Panels to fulfill their responsibilities.

**Pursuant to sections 106(c)(4)(A)(i) and (ii) of the Child Abuse Prevention and Treatment Act (CAPTA), each panel must evaluate the extent to which the State is fulfilling its child protection responsibilities in accordance with its CAPTA State plan by: (1) examining the policies, procedures and practices of State and local child protection agencies, and (2) reviewing specific cases, where appropriate. In addition, consistent with section 106(c)(4)(A)(iii) of CAPTA, a panel may examine other criteria that it considers important to ensure the protection of children, including the extent to which the State and local CPS system is coordinated with the title IV-E foster care and adoption assistance programs of the Social Security Act. This provision also authorizes the panels to review the child fatalities and near fatalities in the State.**

**In order to assess the impact of current procedures and practices upon children and families in the community and fulfill the above requirements, citizen review panels must provide for public outreach and comment (section 106(c)(4)(C) of CAPTA). Finally, each panel must prepare an annual report that summarizes the activities of the panel and makes recommendations to improve the CPS system at the State and local levels, and submit it to the State and the public (section 106(c)(6) of CAPTA).**

Consistent with these mandates, the Citizen Review Panels will use information gained from case studies to examine how the policies, procedures and practices currently in place are functioning. This information will be used to formulate recommendations concerning policies, procedures and practices to the Department of Children and Families of the State of Wisconsin in our mandated annual report and may result in the development of task groups within the Panel to address local systemic issues.

The Outagamie County Health & Human Services Division of Children, Youth and Families will be encouraged to include as many of the people involved in the presented cases as necessary and appropriate in order for the Citizen Review Panel serving Outagamie County to have the most complete picture of the case. The goal of those presenting should be to outline the circumstances in such a way that the Panel has a clear and accurate understanding of the case and the outcome for the child(ren).

1. Presentation of the case by those present and involved in the case. (30 minutes)
2. Questions by the panel members to clarify facts of the case or to gain additional appropriate information. (15 minutes)
3. Dismiss the guest presenters. (5 minutes)



4. Discuss the case with the purpose of discovering systemic issues within the scope of the Citizen Review Panel's mission and mandates. (30 minutes)

Things to consider include but are not limited to:

How did the existing policies, procedures, standards and Children's Code facilitate the application of the proper services in this case?

Were there any unintended consequences apparent as current policies, laws and procedures were followed?

What resources were needed but not available or offered in this case? Did breakdowns occur?

How well did coordination occur on every level (e.g. between community partners, within the Children, Youth and Families Division, Health and Human Services Department, judicial system, law enforcement, etc.)?

Was good positive communication established and maintained between the department and the parents and caregivers?

What systemic issues should be addressed to better provide services in a similar case?

What recommendations should be made to the Department of Children and Families of the State of Wisconsin based on the issues found in this case?