

VI. CHILD NEGLECT PROTOCOL

A. DEFINITION: Neglect or neglected child means that a person: is responsible for the care, custody, and/or control of the child; and has the ability and financial means to provide for the care of the child; and

1. Fails to provide necessary care with regard to: food, clothing, shelter, education, health, medical or other care necessary for the child's emotional, physical, or mental health, or safety and general well-being; or
2. Chronically and severely abuses alcohol or a controlled substance, is not active in treatment for such abuse, and the abuse threatens the child's ability to receive care necessary for that child's safety and general well-being; or
3. Fails to provide necessary supervision appropriate for a child when the child is unable to care for that child's own basic needs or safety, after considering such factors as the child's age, mental ability, physical condition, the length of the caregiver's absence, and the context of the child's environment.¹⁰²

B. JOINT INVESTIGATIONS: Joint investigations may include all or any combination of MDT members from the signatory agencies. **Specific offenses that may require a joint investigation are listed below.**

1. CIVIL OFFENSES

- **Abandonment (Age 10 and Under):** means [any individual] fails to assume or refuses to assume responsibility or to provide basic care for a child on a daily basis;
- **Caregiver/Parent Death:** means a child's primary caregiver/parent died as a result of a murder/suicide due to domestic violence and the child is dependent;
- **Caregiver/Parent Under the Influence:** means incidents reported by law enforcement when a caregiver's/parent's substance abuse impairs his/her ability to supervise, protect or care for the child and the child is dependent or no responsible caregiver is available;
- **Child Left Alone (Age 11 and Under):** means a child has been left alone for an extended period of time or beyond the child's capability to maintain immediate, basic care and safety for self and/or other children under age 11 left in their care and control;
- **Child Witness/Exposure to Domestic Violence in the Household:** means at least one caregiver/parent is a victim or perpetrator of violence that is chronic and/or severe and a child has witnessed through sight or sound in the last 12 months one or more family violence incidents

¹⁰² See 10 Del. C. § 901(18)

that are consistent with felony-level charges (e.g., resulted in an injury that required or should have resulted in hospitalization or medical attention; involved the use of a weapon or dangerous instrument). Includes situations in which a child has been exposed in the last 12 months to chronic episodes of domestic violence that are consistent with misdemeanor-level charges (e.g., pushing, hitting, kicking, throwing objects, threats involving bodily harm to a caregiver or child), and these episodes are known to the police;¹⁰³

- **Exploitation:** means the parent/caregiver teaches, encourages, or instructs a child to engage in illegal behaviors (e.g., shoplifting, burglary, drug dealing);
- **Hazardous Conditions in Household:** means a child is exposed to deplorable, unsanitary and dangerous living conditions (e.g., exposed electrical wiring, broken windows or stairs, and access to weapons, chemicals or harmful drugs) and these conditions impact the child's health and safety;
- **Inappropriate Confinement:** means the alleged perpetrator has confined the child in a bedroom, basement, or any other space for a period of time that is inappropriate for the child's age and/or vulnerability;¹⁰⁴
- **Lack of Supervision (Age 6 and Younger):** means the caregiver/parent of a child fails to provide immediate care to ensure the well-being and safety of the child, who is unable to care for him/herself or respond appropriately to an emergency. These are incidents in which the caregiver/parent is physically present, but is not attending to the child due to behaviors such as substance abuse;¹⁰⁵
- **Life-Threatening Medical Neglect:** means a caregiver's/parent's failure to obtain medical care for a child has resulted in hospitalization and medical diagnosis indicates the medical issue(s) were caused by or could have been prevented by the caregiver/parent;
- **Lock Out:** means the caregiver/parent locked a child aged ten or younger out of the house or locks a child over age ten out of the house on a recurring basis;¹⁰⁶
- **Medical Child Abuse:** Medical child abuse (also known as Munchausen syndrome by proxy, caregiver-fabricated illness in a child or factitious disorder by proxy) is a rare form of abuse involving the persistent fabrication, falsification or induction of physical or mental illness in a child by an adult, leading to unnecessary and potentially harmful medical investigations and/or treatment. The precise epidemiology and estimates of occurrence of this form of abuse are unknown as it frequently goes undetected, under-detected or misdiagnosed.

¹⁰³ See <http://kids.delaware.gov/policies/dfs/sdm-DelawareIntakeManual-2015March.pdf>

¹⁰⁴ See <http://kids.delaware.gov/policies/dfs/sdm-DelawareIntakeManual-2015March.pdf>

¹⁰⁵ See 9.1.6 DFS CPR Regulations. http://kids.delaware.gov/fs/fs_cpr.shtml.

¹⁰⁶ See <http://kids.delaware.gov/policies/dfs/sdm-DelawareIntakeManual-2015March.pdf>

- **Poisoning:** means [any individual] intentionally or recklessly over-medicates or causes a child to ingest alcohol, drugs (legal/illegal) not prescribed for that child, or other toxic substances, resulting in significant and/or enduring functional impairment.
- **Runaway:** in-state or out-of-state runaways whose caregiver/parent refuses to resume responsibility for the child's care;
- **Severe Physical Neglect:** means failure by the caregiver/parent of a child to provide for the basic needs (e.g., food, clothing, shelter) of the child, for no apparent financial reason, and this failure could result in bodily harm or death. This category includes inaction by a parent/caregiver or a failure to protect the child that results in severe harm to the child.¹⁰⁷

2. CRIMINAL OFFENSES

- § 603 Reckless endangering in the second degree; class A misdemeanor;
- § 604 Reckless endangering in the first degree; class E felony;
- § 621 Terroristic threatening;
- § 625 Unlawfully administering drugs; class A misdemeanor;
- § 626 Unlawfully administering controlled substance or counterfeit substance or narcotic drugs; class G felony;
- § 781 Unlawful imprisonment in the second degree; class A misdemeanor;
- § 782 Unlawful imprisonment in the first degree; class G felony;
- § 785 Interference with custody; class G felony; class A misdemeanor;
- § 1100A Dealing in children; class E felony;
- § 1101 Abandonment of child; class E felony; class F felony;
- § 1102 Endangering the welfare of a child; class G felony or class A misdemeanor; and
- § 1106 Unlawfully dealing with a child; class B misdemeanor.

***Includes reports of child exposure to chronic domestic violence incidents in the household.**

¹⁰⁷ See 9.1.11 DFS CPR Regulations. http://kids.delaware.gov/fs/fs_cpr.shtml.

C. MULTIDISCIPLINARY RESPONSE

1. CROSS-REPORTING

For the aforementioned civil and criminal offenses, the MDT agencies agree to cross-report and share information regarding the report of neglect.

REPORTS TO DIVISION OF FAMILY SERVICES (DFS)

All suspected child abuse and neglect of any child, from birth to age 18, in the State of Delaware must be reported to the Division of Family Services Child Abuse Report Line (Report Line) at 1-800-292-9582.

DELAWARE CODE

Mandatory Reporting Law¹⁰⁸

16 Del. C. § 903 states: “Any person, agency, organization or entity who knows or in good faith suspects child abuse or neglect shall make a report in accordance with § 904 of this title...”

In addition, 16 Del. C. § 904 states: “Any report of child abuse or neglect required to be made under this chapter must be made by contacting the Child Abuse and Neglect Report Line for the Department of Services for Children, Youth and Their Families. An immediate oral report must be made by telephone or otherwise. Reports and the contents thereof including a written report, if requested, must be made in accordance with the rules and regulations of the Department. An individual with knowledge of child abuse or neglect or knowledge that leads to a good faith suspicion of child abuse or neglect may not rely on another individual who has less direct knowledge to call the aforementioned report line.”

16 Del. C. § 904 also states: “When 2 or more persons who are required to report under § 903 of this title have joint knowledge of a known or suspected instance of child abuse or neglect, the telephone report may be made by 1 person with joint knowledge who was selected by mutual agreement of those persons involved. The report must include all persons with joint knowledge of the known or suspected instance of child abuse or neglect at the time the report is made. Any person who has knowledge that the individual who was originally designated to report has failed to do so shall immediately make the report required under § 903 of this title.”

Penalty for Violation¹⁰⁹

16 Del. C. § 914 states: “Whoever violates § 903 of this title shall be liable for a civil penalty not to exceed \$10,000 for the first violation, and not to exceed \$50,000 for any subsequent violation.”

¹⁰⁸ See 16 Del. C. § 903 and 904

¹⁰⁹ See 16 Del. C. § 914

State Response to Reports of Abuse or Neglect¹¹⁰

16 Del. C. § 906(e)(3) states: “In implementing the Department’s role in the child protection system, the Department shall...conduct an investigation on a multidisciplinary case that involves intra-familial or institutional child abuse or neglect, human trafficking of a child, or death of a child 3 years of age or less that appears to be sudden, unexpected, and unexplained. The Department may investigate any other report.”

Any person who has **direct knowledge** of suspected neglect must make an immediate report to the Report Line. **Direct knowledge** is obtained through disclosure (child discloses to you), discovery (you witness an act of neglect), or reason to suspect (you have observed behavioral and/or physical signs of child neglect). This report may include situations where multiple disciplines are involved, such as:

- Child transported to emergency room for treatment of an accidental drug overdose. LE and hospital staff must both make a call to the Report Line.
- Child makes a disclosure to a school employee and the School Resource Officer that the parent left the children home alone for several days. Both professionals must make the call.

The relationship between the child and perpetrator **does not** influence whether a report must be made to DFS. All reports, including domestic or intra-familial, institutional, and non-domestic or extra-familial, cases must also be reported to DFS.

Additionally, a separate report must be made to the Report Line for the following reasons:

- Additional suspects have been identified;
- Additional child victims have been identified; or,
- Secondary allegations have been disclosed (i.e., initial report alleged neglect and child later disclosed sexual abuse or additional perpetrators have been identified).

If a **secondary allegation is disclosed to the CAC** during the forensic interview process, then the MDT members present shall make a joint report to the DFS Report Line prior to conclusion of the post interview meeting. However, if circumstances prevent the joint report from being made, the MDT shall select a member to make the report on behalf of the team. The designee will make the report immediately and inform the Hotline caseworker that he/she is making the call on behalf of the applicable MDT agencies.

If known, the following should be provided to the DFS Report Line:

¹¹⁰ See 16 Del. C. § 906(e)(3)

- Demographic information;
- Known information about the following:
 - Child, parents, siblings and alleged perpetrator;
 - The child victim’s physical health, mental health, educational status;
 - Medical attention that may be needed for injuries;
 - The way the caregiver and alleged perpetrator’s behavior is impacting the care of the child; and,
 - Any circumstances that may jeopardize the child’s or DFS caseworker’s safety.
- Facts regarding the alleged neglect and any previous involvement with the family.
- What you are worried about, what is working well, and what needs to happen next to keep the child safe.

Reports received by DFS will either be screened in for investigation as intra-familial, institutional abuse (IA) or extra-familial for victims of trafficking, or will be screened out, documented, and maintained in the DFS reporting system.

Reports screened in for investigation by DFS are assigned a priority response time as follows:

- Priority 1 (P1) – Within 24 hours
- Priority 2 (P2) – Within 3 days
- Priority 3 (P3) – Within 10 days

REPORTS TO LAW ENFORCEMENT (LE)

DFS must make an immediate report to the appropriate law enforcement jurisdiction for all civil offenses identified in the Child Neglect Protocol, including cases that screen out (e.g., extra-familial cases). DFS will also document its contact with the appropriate law enforcement agency in the DFS reporting system.

DELAWARE CODE¹¹¹

16 Del. C. § 903 of the Delaware Code states: “...In addition to and not in lieu of reporting to the Department, any such person may also give oral or written notification of said knowledge or suspicion to any police officer who is in the presence of such person for the purpose of rendering assistance to the child in question or investigating the cause of the child's injuries or condition.”

16 Del. C. § 905(d) states: “Upon receipt of a report on any multidisciplinary case, the Department shall notify the appropriate law-enforcement agency and shall provide a detailed description of the report received. Notwithstanding any provision of the Delaware Code to the contrary, to the extent the law-enforcement agency with primary jurisdiction over the case is unable to assist, the primary law-enforcement agency may request another law-enforcement agency with jurisdiction to exercise such jurisdiction. Upon request, the other law-enforcement agency may exercise such jurisdiction.”

¹¹¹ See 16 Del. C. § 903 and 905(d)

Other MDT agencies are encouraged to make an immediate report to the appropriate law enforcement jurisdiction to initiate a criminal investigation when appropriate. The law enforcement jurisdiction will determine whether or not a criminal investigative response is appropriate and take the necessary actions.

REPORTS TO DEPARTMENT OF JUSTICE (DOJ)

DFS is required to report all persons, agencies, organizations and entities to DOJ for investigation if they fail to make mandatory reports of child abuse or neglect under 16 Del. C. § 903.

Before clearing a case without an arrest, LE consultation with DOJ is recommended.

REPORTS TO THE OFFICE OF THE INVESTIGATION COORDINATOR (IC)

The Office of the Investigation Coordinator receives reports of Child Neglect through data exchanges with DFS and the Delaware Criminal Justice Information System (DELJIS), as well as directly from MDT members. For Child Neglect cases, which include ingestion (i.e., prescribed medications, illicit drugs, alcohol) or indicators of child torture, the IC will schedule an MDT meeting within 48 to 72 hours of receipt of the report to discuss necessary investigative actions and safety measures. For reports of Child Neglect (i.e., Medical Child Abuse), the IC may schedule an MDT meeting within 48-72 hours of receipt. MDT members may also be asked to provide case specific information as requested by the IC throughout the course of the investigation. For the purposes of conflict resolution, the Office of the Investigation Coordinator may be contacted to initiate or facilitate communication with other members of the MDT.

DELAWARE CODE¹¹²

16 Del. C. § 906(c)(1)a. states: “The Investigation Coordinator, or the Investigation Coordinator's staff, shall...have electronic access and the authority to track within the Department's internal information system each reported case of alleged child abuse or neglect.”

REPORTS TO PROFESSIONAL REGULATORY BODIES

In keeping with the following statutory requirements, certain MDT members shall make reports to professional regulatory organizations and other agencies upon receipt of reports alleging abuse or neglect by professionals licensed in Delaware.

DELAWARE CODE¹¹³

16 Del. C. § 906(c)(1)c. states the Investigation Coordinator or the Investigation Coordinator's designee shall: “Within 5 business days of the receipt of a report concerning allegations of child abuse

¹¹² See 16 Del. C. § 906(c)(1)a.

¹¹³ See 16 Del. C. § 906(c)(1)c., 906(e)(6), 906(f)(4), and 24 Del. C. § 1731A(a)

or neglect by a person known to be licensed or certified by a Delaware agency or professional regulatory organization, forward a report of such allegations to the appropriate Delaware agency or professional regulatory organization.”

16 Del. C. § 906(e)(6) and (f)(4) state the Department and DOJ shall: “Ensure that all cases involving allegations of child abuse or neglect by a person known to be licensed or certified by a Delaware agency or professional regulatory organization, have been reported to the appropriate Delaware agency or professional regulatory organization and the Investigation Coordinator in accordance with the provisions of this section.”

24 Del. C. § 1731A(a) states any person may report to the Board information that the reporting person reasonably believes indicates that a person certified and registered to practice medicine in this State is or may be guilty of unprofessional conduct or may be unable to practice medicine with reasonable skill or safety to patients by reason of mental illness or mental incompetence; physical illness, including deterioration through the aging process or loss of motor skill; or excessive use or abuse of drugs, including alcohol. The following have an affirmative duty to report, and must report, such information to the Board in writing within 30 days of becoming aware of the information:

- (1) All persons certified to practice medicine under this chapter;
- (2) All certified, registered, or licensed healthcare providers;
- (3) The Medical Society of Delaware;
- (4) All healthcare institutions in the State;
- (5) All state agencies other than law-enforcement agencies;
- (6) All law-enforcement agencies in the State, except that such agencies are required to report only new or pending investigations of alleged criminal conduct specified in § 1731(b)(2) of this title, and are further required to report within 30 days of the close of a criminal investigation or the arrest of a person licensed under this chapter.

2. INVESTIGATION

For the purpose of conducting an effective joint investigation, communication and coordination should occur among the MDT members as soon as possible and continue throughout the life of the case.

DELAWARE CODE

State Response to Reports of Abuse or Neglect¹¹⁴

16 Del. C. § 906 states LE, DFS, DOJ and IC shall: “Participate as a member of the multidisciplinary team, and keep the team regularly apprised of the status and findings of its investigation.”

¹¹⁴ See 16 Del. C. § 906

16 Del. C. § 906(e)(3) states: “In implementing the Department’s role in the child protection system, the Department shall...conduct an investigation on a multidisciplinary case that involves intrafamilial or institutional child abuse or neglect, human trafficking of a child, or death of a child 3 years of age or less that appears to be sudden, unexpected, and unexplained. The Department may investigate any other report.”

16 Del. C. § 906(d)(6) and (e)(22) state LE and the Department shall: “Coordinate with the multidisciplinary team to secure forensic interviews and medical examinations, where applicable, and to conduct interviews while considering the criminal investigation together with the Department’s statutory duties to promptly assess child safety. Absent good cause, children ages 3 through 12, and all suspected child victims of human trafficking, shall be interviewed in a children’s advocacy center.”

16 Del. C. § 906(d)(4) states LE shall: “Notify the multidisciplinary team as to whether it will be exercising jurisdiction in the case, or will be requesting another law-enforcement agency with jurisdiction to exercise such jurisdiction. Upon request, the other law-enforcement agency may exercise such jurisdiction.”

Upon receipt of a report, DFS/LE will communicate and coordinate a response; however, LE will take the lead in the Joint Investigation when a criminal investigative response is warranted. Should DFS receive the report first, they must notify LE prior to making contact with any child, caregiver, or alleged perpetrator associated with the investigation in order to maintain the integrity of the case. Should LE receive the complaint first, they must call DFS immediately in order to apprise DFS of the case status and to obtain DFS history with the family. Please note that not all cases in the Child Neglect Protocol will require a joint response. In such instances, LE or DFS will conduct its own investigation as per agency policy. LE agencies needing additional resources may consult with larger jurisdictions.

For all allegations within this Protocol, the MDT will determine from the list below the appropriate investigative actions that have been identified as best practices for responding to child abuse cases.

Investigative Actions	Responsible Agency
Cross-report to appropriate members.	CAC, DFS, DOJ, IC, LE and Medical
Establish the location(s) where the incident occurred.	DFS and LE
Identify persons involved and exchange information regarding complaint, criminal and DFS history.	DFS and LE
Determine preliminary actions and coordinate interviews of caregivers, alleged perpetrator(s), other witnesses and child if CAC is not to be utilized.	DFS, DOJ and LE
Consider scheduling forensic interview at CAC for any child victims or child witnesses to include siblings and other children in the home.	CAC, DFS, DOJ and LE

Investigative Actions	Responsible Agency
Consider consultation with police jurisdictions with more resources.	LE
May participate in MDT meeting within 48 to 72 hours for cases of child neglect involving pediatric drug overdose or child torture.	DFS, DOJ, IC, LE and Medical
Discuss DFS's required notification to the alleged perpetrator of the allegations. Limit the details of the allegations and the maltreatment type. ¹¹⁵	LE and DFS
Assess safety and need for out-of-home interventions of all children.	DFS
Consider Temporary Emergency Protective Custody of child and other children in home.	DFS, LE and Medical
Observe and photo/video document the crime scene(s); collect evidence.	LE
Obtain blood and/or urine draw of child when ingestion of illicit substance, prescription medication or alcohol is suspected.	LE and Medical
Obtain blood draw of caregiver if impairment is suspected or child blood draw was completed.	LE and Medical
Determine if elements of Child Torture are present (review the checklist on Common Elements of Child Torture).	CAC, DFS, DOJ, IC, LE and Medical
Follow Guidelines for Child Abuse Medical Response for child and other children in the home.	DFS, LE and Medical
Take photographs of child and child's injuries.	DFS, LE and Medical
Consult with DOJ (particularly for active DFS cases, for cases with DFS history and for cases with complaint and criminal history).	DFS, DOJ and LE
Determine if indicators of medical child abuse are present (Review the Checklist on Common Indicators of Medical Child Abuse).	DFS, DOJ, LE and Medical

¹¹⁵ The federal Child Abuse Prevention and Treatment Act requires DFS to notify the alleged perpetrator of the complaints or allegations made against him or her at the initial time of contact regardless of how that contact is made (42 U.S.C. 5101 et seq).

Investigative Actions	Responsible Agency
Utilize victim advocates to connect children and families with appropriate mental health, substance abuse, social services and additional resources.	CAC, DFS, DOJ, LE and Medical
Complete pre-arrest intake with DOJ.	LE and DOJ
Participate in MDT Case Review meetings.	CAC, DFS, DOJ, IC, LE and Medical

INTERVIEWS

In cases where a joint response is required, LE, in collaboration with DFS, will discuss who will conduct interviews with the child, siblings, caregivers, alleged perpetrator(s), and other witnesses. Additionally, all interviews shall be audio recorded, and when practicable, video recorded by LE. When a joint response is not practicable, DFS or LE will be notified of interviews in a timely manner and will be given an opportunity to observe and/or participate.

Multiple interviews by multiple interviewers can be detrimental to children and can create issues for successful civil and criminal case dispositions. Use of the CAC to conduct interviews is considered best practice to minimize trauma and re-victimization of child victims and/or child witnesses. Information to consider when discussing who will conduct the interview with the child victim will include:

- Preliminary investigative information obtained from the reporting person/reporter and/or sources other than the child;
- Child's cognitive, developmental, and emotional abilities;
- Safety issues, including living conditions and access to perpetrator; and,
- Special considerations, translation and interpretation services.

If LE and DFS decide to make a referral to the CAC, then LE and DFS should decline to interview the child about the allegations.

In any investigation of criminal conduct occurring at, or related to, a facility or organization where multiple children may have been exposed to, or victimized by, a perpetrator of the conduct being investigated, the MDT must consider the potential that other children have been victimized. Thus, the MDT should schedule and conduct interviews at the CAC of all children between the age of 3 and 12 who may have been exposed to, a victim of, or a witness to the conduct being investigated. Facilities or organizations where multiple children may be exposed to criminal conduct include, but are not limited to, child care centers, schools, and youth athletic organizations. This policy is intended to both define the scope of such investigations and to provide support to children who, by mere circumstance, are, or have been, in the presence of the subject of an investigation.

If LE and DFS are considering using the CAC, but additional information is needed from the child, the **First Responder Minimal Facts Interview Protocol** should be utilized (See Appendix A). If both LE

and DFS are present, then a lead interviewer should be identified prior to conducting the interview. This Protocol will still allow DFS to assess the child's safety through its in-house protocols while preserving the criminal investigation.

FIRST RESPONDER

Minimal Facts Interview Protocol

- 1. Establish rapport**
- 2. Ask limited questions to determine the following:**
 - What happened?
 - Who is/are the alleged perpetrator(s)?
 - Where did it happen?
 - When did it happen?
 - Ask about witnesses/other victims
- 3. Provide respectful end**

FORENSIC INTERVIEW AT THE CAC

After making a cross-report, LE, DFS, and/or DOJ may contact the CAC in the jurisdiction where the alleged crime occurred to request a forensic interview. The MDT should schedule and conduct interviews at the CAC of all children between the age of 3 and 12 or who may have been exposed to, a victim of, or a witness to the conduct being investigated. In accordance with the MDT Protocol for Scheduling Forensic Interviews for Child Victims, LE and DFS will communicate prior to contacting the CAC to determine who will make the request and the appropriate timeframe for scheduling the Forensic interviews will be scheduled on a non-urgent basis (within 5 business days) or urgent basis (within 2 business days) subject to the availability of MDT member agencies, children, and their caregivers. Please note that the CAC will accommodate after-hours interviews on an emergency basis as needed. The CAC will acquire interpreter services as needed for the child and/or family. All interviews will be video and audio recorded.

The forensic interviewer will conduct the interview utilizing a nationally recognized forensic interview protocol and forensic interview aids, as appropriate. Members of the MDT may be present for the interview based on availability. MDT members should refrain from engaging in pre-interview contact with the caregiver and child at the CAC to avoid impacting the forensic interview process.

The forensic interviewer will facilitate the CAC process. This process includes pre-interview meetings, the forensic interview, and post-interview meetings. MDT members should be prepared to discuss the following: complaint and criminal history concerning all individuals involved in the case; DFS history; prior forensic interviews at the CAC; current allegations; and strategies for the interview to include introduction of evidence to the child.

During the post-interview team meeting, the MDT may discuss interview outcomes; prosecutorial merit; next investigative steps; and medical, mental health, victim advocacy and safety needs of the child and family. Additionally, the MDT may determine that a multi-session or subsequent interview is required based on the case circumstances and the needs of child.

If a **secondary allegation is disclosed to the CAC** during the forensic interview process, then the MDT members present shall make a joint report to the DFS Report Line prior to conclusion of the post interview meeting. However, if circumstances prevent the joint report from being made, the MDT shall select a member to make the report on behalf of the team. The designee will make the report immediately and inform the Hotline caseworker that he/she is making the call on behalf of the applicable MDT agencies.

When the MDT meets with the caregiver post-interview, DOJ will take the lead in sharing information related to the interview and possible criminal prosecution.

Following the post-interview meeting, the CAC Family Resource Advocate will facilitate a discussion with the caregiver about social and mental health services and other resources available for the child and/or family. Referrals will be made by the CAC as appropriate.

During the course of an investigation, an MDT meeting may be required to discuss new information obtained by any of the team members. The meeting shall be convened by the IC upon request of any team member. Otherwise, these discussions will take place at regularly scheduled MDT Case Review meetings.

If additional information is needed from the child by an MDT member, then the other team members should be contacted and a follow up forensic interview should be scheduled.

PRESERVATION OF EVIDENCE

LE will establish, examine and document the location(s) of incident as soon as practicable. The crime scene(s) and other corroborative evidence should be photographed or video recorded.

Interviews with caregivers, alleged perpetrator(s), other witnesses, and those children not interviewed at the CAC will be audio recorded and when practicable, video recorded by LE. Forensic interviews with the child and siblings will be video and audio recorded at the CAC. Any recordings created during the interview process at the CAC will be turned over to LE and LE will thereafter become the agency owning this evidence.

Photographs may be taken to document any injuries to the child or the condition and current state of the child; scale of injury should be documented in photograph. These photographs may be taken as part of the medical examination process if the child has been transported to a medical facility. This does not preclude LE or DFS from taking photographs as needed for investigative purposes. If no medical examination is required, observation and photographs of the child will be coordinated between LE and

DFS to prevent further trauma to the child. Please note that smartphones should be used to take photographs only in exigent circumstances.

In situations where the child or investigation has revealed information indicating the need for bodily evidence collection prior to being medically examined, investigating MDT members will share this information with the medical provider to ensure such evidence may be collected.

When a child is suspected to have ingested alcohol, prescription medication not intended for the child, prescription or over-the-counter medication in excess of directed dosage, any illegal drug or any other substance believed to be harmful, the medical examination will include the use of an evidence collection kit for the collection of blood and/or urine. LE will provide the designated kit to the medical provider conducting the examination, and the medical provider shall take the sample for LE after legal consent or a search warrant is obtained.

Blood draw of the caregiver, pursuant to legal consent or a search warrant, will be considered when caregiver impairment is suspected, when historical information indicates caregiver substance use, or when it is suspected that a child ingested alcohol, prescription medication not intended for the child, prescription or over-the-counter medication in excess of directed dosage, any illegal drug or any other substance believed to be harmful. Caregiver shall include any person who was responsible for the care, custody or control of the child. LE should also consider the possibility of an evidentiary blood draw on persons, who may not be identified as caregivers, but who had access to the child prior to the incident, or persons whose actions put the child at risk for ingestion.

INGESTION AND POISONING

Cases involving a child ingesting alcohol, prescription medication not intended for the child, prescription or over-the-counter medication in excess of directed dosage, any illegal drug or any other substance believed to be harmful, whether the ingestion was intentionally or unintentionally caused, require an MDT response. These cases are often referred to as ingestion cases or poisonings, and the ingested substance may also be described as an illegal drug or prescription drug. The American Academy of Pediatrics recommends that every suspected ingestion case should be approached as a potential near death incident and investigated as such. At the time of the initial report, cases of ingestion or poisoning may sometimes be assumed to be minor or unintentional in nature, therefore prompting DFS and LE to approach the case in a delayed manner. Upon receipt of these cases, LE should respond promptly, taking immediate investigative measures to preserve evidence at both the hospital and the crime scene. Many prescription medications and illicit substances (drugs) are metabolized rapidly after ingestion, therefore necessitating LE to promptly initiate the completion of the evidentiary blood draw on the child victim. DFS and LE should refrain from assuming an ingestion or poisoning is accidental and from telling caregivers the incident was an accident, prior to a thorough investigation.

COMMON ELEMENTS OF CHILD TORTURE

Child torture may not immediately be identified until the abuse and/or neglect results in serious physical injury or death often after multiple interventions for less serious offenses. Therefore, MDT members

should consider the elements of child torture in every case and communicate any identified elements to other members of the team.

Cases can be quickly assessed by using the checklist below, and child torture should be considered when several elements are identified, either currently or historically within a case. For instance, child torture should be suspected if a child appears to be severely underweight, is shamed by the parent for developmental delays, and there was a previous report of bite marks. **Please follow the Serious Physical Injury Protocol once child torture is suspected.**

The document is also located in the Appendices as Appendix B.

Section One: Deprivation of Basic Necessities (at least 1 element)	
<input type="checkbox"/> Current or History of Allegations for Neglect	
<input type="checkbox"/> Withholding Food <input type="checkbox"/> Withholding Water <input type="checkbox"/> Withholding Clothing <input type="checkbox"/> Subjecting to Extremes of Heat or Cold <input type="checkbox"/> Limiting Access to Others <input type="checkbox"/> Limiting Access to Routine Medical Care <input type="checkbox"/> Forcing Child to Stay Outside for Extended Periods or Sleep Outside	<input type="checkbox"/> Limiting Access to Toilet <input type="checkbox"/> Limiting Access to Personal Hygiene/Bathing <input type="checkbox"/> Inability to Move Free of Confinement <input type="checkbox"/> Withholding Access to Schooling/Withdrawing to Home School <input type="checkbox"/> Sleep Deprivation <input type="checkbox"/> Low Body Mass Index <input type="checkbox"/> Other:
Section Two: Physical Abuse (at least 2 physical assaults or 1 severe assault)	
<input type="checkbox"/> Current or History of Allegations for Physical Abuse	
<input type="checkbox"/> Bruising Shaped like Hands, Fingers, or Objects, or Black Eyes <input type="checkbox"/> Fractures that are Unexplained and Unusual <input type="checkbox"/> Ligature, Binding, and Compression Marks due to Restraints <input type="checkbox"/> Contact or Scald Burns to the Skin or Genitalia	<input type="checkbox"/> Flexion of a Limb or Part of Limb beyond its Normal Range <input type="checkbox"/> Human Bite Marks <input type="checkbox"/> Force-Feeding <input type="checkbox"/> Asphyxiation <input type="checkbox"/> Other:
Section Three: Psychological Maltreatment (2 or more elements, can be a single incident)	
<input type="checkbox"/> Current or History of Allegations for Psychological Maltreatment	
<input type="checkbox"/> Rejection by Caregiver <input type="checkbox"/> Terrorizing <input type="checkbox"/> Isolating <input type="checkbox"/> Threats of Harm or Death to Child, Sibling(s) or Pets	<input type="checkbox"/> Exploiting/Corrupting <input type="checkbox"/> Unresponsive to Child's Emotional Needs <input type="checkbox"/> Shaming/Humiliation <input type="checkbox"/> Other:
Section Four: Supplemental Items	
<input type="checkbox"/> Current or History of Allegations for Sexual Abuse	

<input type="checkbox"/> Penile, Digital or Object Penetration of the Anus <input type="checkbox"/> Assault to the Genitals <input type="checkbox"/> Forcing Sexual Intercourse	<input type="checkbox"/> Forcing to Remain Naked or Dance <input type="checkbox"/> Forcing to Witness or Participate in Sexual Violence against another person <input type="checkbox"/> Other
<input type="checkbox"/> Forcing Excessive Exercise for Punishment <input type="checkbox"/> History of Prior Referrals and /or Investigations by the Division of Family Services (DFS) <input type="checkbox"/> One Child is Targeted <input type="checkbox"/> Sibling(s) Abused <input type="checkbox"/> Siblings Join in Blaming Victim and May Lack Empathy <input type="checkbox"/> Family System is Blended and Both Caregivers Participate in the Alleged Abuse and/or Neglect	
<input type="checkbox"/> One Caregiver Fails to Protect <input type="checkbox"/> No Disclosure is Made by Targeted Child or Siblings <input type="checkbox"/> Caregivers Provide Reasonable Explanations in Response to Allegations <input type="checkbox"/> Caregivers Allege Mental Health Issues for Targeted Child (e.g., self-injury) and Report Repeated Attempts to Seek Help	

TEMPORARY EMERGENCY PROTECTIVE CUSTODY

In accordance with Delaware Code, Physicians, nurse practitioners, DFS investigators or LE may take Temporary Emergency Protective Custody of a child in imminent danger of serious physical harm or a threat to life as a result of abuse or neglect for up to 4 hours. DFS may only take Temporary Emergency Protective Custody of a child in a school, day care facility, and child care facility.

Physicians and LE must immediately notify DFS upon invoking this authority. This shall end once DFS responds.

A reasonable attempt shall also be made to advise the parents, guardians or others legally responsible for the child's care, being mindful not to compromise the investigation.

DELAWARE CODE¹¹⁶

16 Del. C. § 907(a) and (e) state: "A police officer, nurse practitioner or a physician who reasonably suspects that a child is in imminent danger of suffering serious physical harm or a threat to life as a result of abuse or neglect and who reasonably suspects the harm or threat to life may occur before the Family Court can issue a temporary protective custody order may take or retain temporary emergency protective custody of the child without the consent of the child's parents, guardian or others legally responsible for the child's care... A Department investigator conducting an investigation pursuant to § 906 of this title shall have the same authority as that granted to a police officer or physician..."

¹¹⁶ See 16 Del. C. § 907(a) and (e)

provided that the child in question is located at a school, day care facility or child care facility at the time that the authority is initially exercised.”

TRANSPORTATION

If the alleged perpetrator is the caregiver or is unknown, an alternative means of transportation should be provided to the child for medical examinations, forensic interviews at the CAC, and out-of-home interventions. For instance, a non-offending relative, who has been ruled out as a suspect and cleared through background checks, should be considered first before transport by DFS or LE. However, DFS or LE may seek medical transport for the child or may provide transportation to the medical exam. Both agencies are entitled to immunity from any liability in accordance with § 4001 of Title 10.

DFS may also transport a child under the following conditions: DFS invokes Temporary Emergency Protective Custody from a school, day care facility or child care facility; DFS obtained a signed consent from the parent; or DFS is currently awarded Temporary Custody by the Family Court.

MEDICAL EXAMINATION

Medical examinations may be conducted to identify, document, diagnose, prevent, and treat medical conditions and/or trauma (resulting from abuse and unrelated to abuse), as well as to assess issues related to patient safety and well-being. A medical examination may be required for any child, who is the alleged victim of a child neglect report, and for other children residing in the home or children to whom the alleged perpetrator had access. The Delaware Multidisciplinary Team Guidelines for Child Abuse Medical Response should be consulted to determine the appropriate medical response. Additionally, for situations in which an injury or illness was due to neglect and/or suspected child torture, a skeletal survey should be considered for children under 24 months. For victims, siblings and other children in the home, the MDT should make every attempt to seek medical examinations at the children’s hospital. If the examination occurred elsewhere (e.g., local hospital or primary care physician), the medical coordinator of care from the children’s hospital should be contacted within 24 to 72 hours to discuss the interpretation of medical findings and assessment of medical needs.

To determine the appropriate medical response for the child and other children in the home, the MDT should follow the **Delaware Multidisciplinary Team Guidelines for Child Abuse Medical Response** (Medical Response Guidelines). Please refer to Appendix C for the complete version of the Medical Response Guidelines.

The Medical Response Matrix for Child Neglect cases is listed below. If any child experiencing neglect is additionally suggesting a significant mental health issue, such as suicidal ideation or gesture, or severe depression, then an immediate medical response is needed to determine the appropriate mental health services, regardless of when the last reported contact occurred.

Neglect Fact Pattern	Medical Response	Time Frame
Child appears to be intoxicated, drugged, or otherwise non-responsive or abnormally responsive.*	<p>Step 1. IMMEDIATE EMS TRANSPORT to nearest hospital.</p> <p>Step 2. Seek medical exam for siblings or other children residing in the home/having access to the alleged perpetrator.</p> <p>Step 3. Call CARE Program for consultation and follow-up plan.</p>	<p>Step 1. IMMEDIATE</p> <p>Step 2. 24 HR</p> <p>Step 3. WITHIN 24 HR</p>
Child was exposed to drug manufacturing.*	<p>Step 1. IMMEDIATE EMS TRANSPORT to nearest hospital.</p> <p>Step 2. Seek medical exam for siblings or other children having regular access to the location.</p> <p>Step 3. Call CARE Program for consultation and follow-up plan.</p>	<p>Step 1. IMMEDIATE</p> <p>Step 2. 24 HR</p> <p>Step 3. WITHIN 24 HR</p>
Young child, age 6 and under, was exposed to the confirmed distribution of drugs or drug paraphernalia in the home (e.g. controlled substances).*	<p>Step 1. IMMEDIATE MEDICAL RESPONSE to nearest hospital.</p> <p>Step 2. Seek medical exam for siblings or other children, age 6 and under, residing in the home/having access to the alleged perpetrator.</p> <p>Step 3. Call CARE Program for consultation and follow-up plan.</p>	<p>Step 1. IMMEDIATE</p> <p>Step 2. 24 HR</p> <p>Step 3. WITHIN 72 HR</p>
<p>Suspicion of serious injury or illness due to the following indicators of medical neglect:*</p> <ul style="list-style-type: none"> • Persistent failure to comply with prescribed medical treatment; • Suspected harmful overuse of medical services/treatment 	<p>Step 1. IMMEDIATE MEDICAL RESPONSE to nearest hospital.</p> <p>Step 2. Seek medical exam for siblings or other children residing in the home/having access to the alleged perpetrator.</p> <p>Step 3. Call CARE Program for consultation and follow-up plan.</p>	<p>Step 1. IMMEDIATE</p> <p>Step 2. 24 HR</p> <p>Step 3. WITHIN 24 HR</p>
<p>Suspicion of serious illness or disease due to the following:*</p> <ul style="list-style-type: none"> • Malnutrition/inadequate nutrition; • Access to chemicals, pest infestations, excessive garbage, or decaying food 	<p>Step 1. IMMEDIATE MEDICAL RESPONSE to nearest hospital.</p> <p>Step 2. Seek medical exam for siblings or other children residing in the home/having access to the alleged perpetrator.</p> <p>Step 3. Call CARE Program for consultation and follow-up plan.</p>	<p>Step 1. IMMEDIATE</p> <p>Step 2. 24 HR</p> <p>Step 3. WITHIN 72 HR</p>
For other serious concerns not included in the above criteria, an investigator or caregiver may request an examination.*	Call CARE Program for consultation and follow-up plan, regardless of whether or not an immediate medical response is sought.	WITHIN 72 HR

A forensic exam may also be requested by DFS or LE. Prior to responding to the designated hospitals to seek a medical examination for a child, DFS or LE may call the Forensic Nurse Examiner Program to request a forensic exam and to provide case specific details.

Please remember that DFS has the authority to seek a medical examination for a child victim, and any siblings or other children in the child's household without the consent of the child's parents or caregiver. For siblings and other children in the home, the American Academy of Pediatrics recommends a timely medical examination for siblings and other children in the home when one child is identified as a victim of abuse.

DELAWARE CODE¹¹⁷

16 Del. C. § 906(e)(7) of the Delaware Code states: "The Department shall have authority to secure a medical examination of a child, and any siblings or other children in the child's household without the consent of those responsible for the care, custody and control of the child, if the child has been reported to be a victim of abuse or neglect... If such a medical examination is authorized under this section, the Department is authorized to transport the child to the medical examination. Medical examinations under this paragraph are covered under § 3557 of Title 18."

When a child is suspected to have ingested alcohol, prescription medication not intended for the child, prescription or over-the-counter medication in excess of directed dosage, any illegal drug or any other substance believed to be harmful, the medical examination will include the use of an evidence collection kit, which is designated for the collection of blood and/or urine. LE will provide the designated kit to the medical provider conducting the examination, and the medical provider shall take the sample for LE. The collection of blood or urine will occur after legal consent or a search warrant is obtained.

The medical examination should include written record and photographic documentation of any injuries to the child or the condition and current state of the child. If no medical assessment is conducted, then LE will be responsible for taking the photographs. For the purposes of its investigation, DFS may also need to take photographs, but every effort should be made by the agencies not to duplicate these efforts. Smartphones should be used to take photographs only in exigent circumstances.

For allegations within this Protocol, the medical providers are charged with determining, based upon a reasonable degree of medical certainty, whether the child's injury is accidental, inflicted or caused by a medical condition. Both the medical examination and information gathered by LE and DFS are used to make this determination. These preliminary medical findings will be provided immediately to LE and DFS upon completion of the examination. Subsequent findings and medical records should be obtained prior to completion of an investigation.

¹¹⁷ See 16 Del. C. § 906(e)(7)

Potential questions that should be asked of the medical provider are listed below. Avoid asking a physician whether it is “possible” that a caregiver’s explanation caused the injury or condition. Instead, use the words “probable, likely or consistent with” when speaking with medical providers and note that medical providers only speak in terms of probability and not absolutes.

COLLECTING THE MEDICAL EVIDENCE¹¹⁸

Questions for the Medical Provider

- What is the nature and extent of the child’s injury or illness?
- What is the mechanism of injury? What type and amount of force are required to produce the injury?
- Does the history the caregiver provided explain (in whole or in part) the child’s injury?
- Have other diagnoses been explored and ruled out, whether by information gathering, examination, or medical tests?
- Could the injury be consistent with an accident?
- Can the timing of the injury be estimated? To what degree of certainty?
- Have all injuries been assessed in light of any exculpatory statements?
- What treatments were necessary to treat the injury or illness?
- What are the child’s potential risks from the abusive event?
- What are the long-term medical consequences and residual effects of the abuse?

MDT members should consider the possibility of injuries that were not reported by the child or not readily visible (i.e., internal injuries or age progression of injuries). Be mindful that minor injuries, when paired with a history of alleged abuse or neglect, may be indicative of chronic physical abuse or torture.

In addition to the medical examination for allegations of abuse or neglect, the American Academy of Pediatrics (AAP) recommends that children in foster care receive an initial health screening within 72 hours of placement to identify any immediate medical, mental health and dental needs, and a comprehensive health evaluation within 30 days of placement to review all available medical history, to identify medical conditions and to develop an individualized treatment plan for the child. Additionally, the AAP recommends that the child receive a screening each time the placement changes.¹¹⁹ The Foster Care Health Program at the Nemours Children’s Health is the state’s specialty clinic, and DFS is responsible for making these referrals as appropriate.

MEDICAL CHILD ABUSE

Medical Child Abuse, previously known as Munchausen syndrome by proxy, caregiver-fabricated illness in a child and factitious disorder by proxy, can be very difficult to diagnose. This form of abuse involves

¹¹⁸ Retrieved on February 6, 2017, from Office of Juvenile Justice and Delinquency Prevention’s Portable Guide to Investigating Child Abuse:

<http://www.ojjdp.gov/pubs/243908.pdf>

¹¹⁹ Retrieved on February 6, 2017, from Fostering Health: Healthcare for Children and Adolescents in Foster Care: <https://www.aap.org/en-us/advocacy-and-policy/aap-health-initiatives/healthy-foster-care-america/documents/fosteringhealthbook.pdf>

a child receiving unnecessary and harmful, or potentially harmful, medical care at the instigation of a caregiver. Commonly observed conditions and symptoms that caregivers create in instances of medical child abuse include failure to thrive, allergies, asthma, vomiting, diarrhea, seizures, and infections. While non-medical MDT members will not be diagnosing Medical Child Abuse, these MDT members should still be familiar with the indicators. This is to ensure that these cases, which are easily overlooked, may be identified earlier. Below are some indicators to help identify medical child abuse.

The document is also located in the Appendices as Appendix D.

Section One: Indicators in a Caregiver
<ul style="list-style-type: none"> ➤ Mother is the abuser in 85% of cases ➤ Appears to need or thrive on attention from physicians or other medical professionals ➤ Seems devoted to child and insists that only they can accommodate the child's needs ➤ Is either directly involved in a profession related to healthcare or is very knowledgeable medically and has a familiarity with medical terminology ➤ Seeks another medical opinion when told that the child is healthy ➤ Persistent about borderline abnormal results with no medical validity or refutes the validity of normal results ➤ Does not express relief when told that the child is improving or a diagnosis is ruled out ➤ Insists on invasive or painful procedures and hospitalizations ➤ Publicly solicits sympathy, donations, or benefits because of the child's illness
Section Two: Indicators in a Child
<ul style="list-style-type: none"> ➤ Median age for victims is between 14 months and 2.7 years ➤ Boys and girls are victimized equally ➤ Unexplained fear of doctors or hospitals ➤ Believe the symptoms and diagnoses caregiver tells them ➤ Unhealthy attachment to caregiver ➤ Siblings that have died or also have unexplained illnesses
Section Three: Indicators in Medical Care
<ul style="list-style-type: none"> ➤ Inconsistent histories or symptoms from different sources ➤ Use of multiple medical facilities ➤ Excessive or inappropriate history of procedures, medications, tests, hospitalizations, surgeries ➤ Pattern of missed appointments or discharge of the child against medical advice ➤ Diagnosis does not match the objective findings ➤ Signs and symptoms only appear in the presence of one caregiver ➤ Signs or symptoms are strange or unusual and do not fit any disease or match test results ➤ Failure of illness to respond to its normal treatments or unusual intolerance to those treatments ➤ Symptoms that improve under medical care but get worse at home

HOSPITAL DISCHARGE

For children admitted to the emergency department or inpatient, a meeting or teleconference will occur prior to discharge to discuss the initial report; the complaint, criminal and DFS history; the medical examination and findings; information gathered by LE and DFS; emotional support and treatment needs of the child victim and family members; and child protection and other safety issues. The medical coordinator of care, designated by the hospital (e.g., CARE Program or discharge coordinator from the local hospital), will coordinate a meeting or teleconference with the involved MDT members. DFS, LE, the medical coordinator of care, and physician will participate and determine a plan for discharge that considers the child's safety and well-being. DOJ shall be notified and may participate. In addition, the medical coordinator of care will assist the MDT in receiving all medical records, including preliminary and subsequent medical findings and photographic documentation of injuries. Finally, the medical coordinator of care will provide this information to the IC upon request.

SAFETY ASSESSMENT

DFS, in consultation with the MDT, is responsible for assessing the safety of the child victim and other children in the home or children to whom the alleged perpetrator had access. If safety threats are present, DFS will consider whether an out-of-home intervention is warranted by safety agreement or custody. For children placed in out-of-home interventions through a safety agreement, DFS will conduct background checks through the review of prior DFS history on all individuals in that home and through the completion of home assessments. Placement of the children with individuals who were either present in the home or may have had access to the children at the time of incident, shall be excluded. These assessments will also occur while the child is hospitalized, if applicable, and DFS will consider an immediate intervention in the hospital when safety threats are present.

Throughout the investigation, the MDT shall communicate concerns and information regarding the child's safety that may impact DFS interventions. DFS, not LE, is responsible for making placement decisions when safety threats are present and the child(ren) cannot remain at the current residence and/or with the caregiver. Therefore, an immediate call to the Report Line is required when these situations exist.

As noted above, for situations in which a child is in imminent danger, then it would be appropriate for LE, the physician or nurse practitioner to take Temporary Emergency Protective Custody and make an immediate call the Report Line.

MDT MEETINGS

During the course of an investigation, multiple MDT meetings may be scheduled. IC may schedule an MDT meeting within 48 to 72 hours of receipt of a Child Neglect report to discuss necessary investigative actions and safety measures. IC may also schedule an MDT meeting, at the request of any MDT member, to discuss new information learned during the course of the investigation which could impact the outcome of the case or the safety of the child. These meetings may include CAC, CARE Program, DFS, DOJ, LE and other involved medical providers (e.g., FNEs or emergency department physicians). DOJ

will also be invited to attend these meetings. MDT members may also be asked to provide case specific information as requested by the IC throughout the course of the investigation. In situations in which the IC does not convene an initial MDT meeting, these discussions will take place at regularly scheduled MDT Case Reviews

BEHAVIORAL HEALTH AND SOCIAL SERVICES

The child and family should be connected to any needed behavioral health and social services in order to reduce trauma, promote healing and improve outcomes. Child abuse and neglect can be experienced as traumatic events and can have a lifelong impact on the child and the family if appropriate resources and supportive services are not provided. The social and mental health needs of all should be considered in every case and discussed as part of the MDT meetings throughout the life of the case.

The Division of Prevention and Behavioral Health Services (DPBHS) provides a wide range of individualized, trauma-informed, and community-based behavioral health services to children and families statewide. Every child residing in Delaware can be referred to prevention/early intervention and crisis services which are provided through DPBHS. To refer or receive information about these services call the DPBHS Access Unit at 1-800-722-7710 (normal business hours) or the Crisis Service at 1-800-969-4357 (24/7). The crisis service of DPBPH is also known as Mobile Response and Stabilization Services (MRSS) and can provide immediate onsite assessment, information and referral services and is a free service regardless of insurance or financial status.

DPBHS provides the outpatient treatment and supportive services to youth who are uninsured or insured by Medicaid through an array of specialized evidence-based practices to promote the best outcomes for children and families. In the event a child needs treatment outside of his/her community (including homes and school), the DPBHS treatment continuum may include day treatment, partial hospitalization program, residential rehabilitative treatment and inpatient hospitalization services.

Children presenting with indicators of trauma who are uninsured or insured by Medicaid should be referred to the Access Unit at DPBHS. Staff in the Access Unit will collect behavioral health and substance abuse information and make appropriate referrals for services. Those needing immediate emergency services should be referred to the DPBHS crisis service.

For children in need of treatment (beyond crisis services) and insured under commercial private insurance, the families should be referred to their insurance company for information about benefits and providers.

For children entering foster care, the DPBHS crisis service will conduct a screening to assist in identifying the needed mental health services for children and their families. In addition, if a child in foster care exhibits trauma or symptoms of trauma, the caseworker will alert DPBHS for further Trauma Screening.

MDT members may connect children and their families to these and other services with the assistance of the victim advocates identified below.

VICTIM ADVOCATES

Victim advocates, both community-based and system-based, are responsible for assessing the needs of the child and family and connecting them to culturally appropriate resources and services. System-based advocates are located in each of the MDT agencies as follows:

- DSCYF/Division of Family Services – Domestic Violence Liaisons & Substance Abuse Liaisons
- Law Enforcement – Victim Service Specialists
- Department of Justice – Social Workers
- Children’s Advocacy Center – Family Resource Advocates
- Hospitals – Social Workers

To ensure there are no gaps in services, system-based advocates should communicate with each other and with community-based advocates to coordinate mental health and social services throughout the course of the investigation and beyond. The roles and responsibilities of the victim advocates will vary among the agencies and organizations, so not all advocates will provide the same array of services. However, the following constellation of services may be provided as needed: emergency crisis assessment and intervention, risk assessment and safety intervention for caregivers and families, information on Victims Information Notification Everyday (VINE), assistance with filing for emergency financial assistance, education regarding victim’s rights, case status updates, court accompaniment, and information and referrals for appropriate social service agencies (e.g. housing, protective orders, domestic violence intervention, food, transportation, public assistance, and landlord/employer intervention).

Please see Appendix E for agency contacts and additional service information.

ARREST

Upon completion of the criminal investigation, if probable cause is established, then an arrest is recommended.

When an alleged perpetrator is arrested, a no contact order with the child victim and/or other children in the home may be recommended, as a specific condition of bail and/or other conditions that may be necessary to protect the child(ren) and any other members of the community. Input from DFS should be considered and offered to the issuing judicial officer. LE and/or DFS may contact DOJ to request a modification to the contact conditions of bail. Regardless of contact conditions of bail, DFS will consider an in-home intervention or an out-of-home intervention once safety threats are identified, including safety agreements, custody and placement needs.

LE consultation with DOJ is recommended regarding charging decisions for complex criminal investigations listed under this Protocol. LE will notify DFS upon case closure.

CRIMINAL PROCEEDINGS

DOJ may review the following information (both current and historical):

- All police reports and any other information obtained during the investigation concerning all individuals involved in the case;
- All non-redacted DFS records;
- All medical records pertaining to the child;
- All CAC records; and,
- Inventory and/or copies of any evidence.

The Deputy Attorney General (DAG) will evaluate the case to determine prosecutorial merits and will collaborate with LE to identify additional investigative actions as appropriate.

When two or more Divisions (typically Family & Criminal) within DOJ are involved with a particular case, the DAGs will coordinate with each other to ensure the most appropriate legal outcomes are achieved. The Civil and Criminal DAGs shall communicate regularly regarding the case status. The DAG prosecuting the criminal matter will take the lead in this process.

Before resolution of a criminal proceeding, DOJ should confer with DFS, on active cases, regarding issues impacting child safety, such as vacating the No Contact Order and potential impact to a civil substantiation proceeding prior to completion of the civil investigation. This discussion should also include recommended services and/or evaluations for the perpetrator and child. Upon a criminal conviction where the civil case was unfounded and closed, the Criminal DAG will notify the Civil DAG.

CIVIL DISPOSITION

DFS makes a determination as to whether abuse or neglect has occurred within 45 calendar days. Upon completion of the civil investigation, DFS will make a finding once it has established that a preponderance of the evidence exists; the civil finding is not dependent upon the status or outcome of the criminal case.

DFS is required to give written notice to the alleged perpetrator of its finding. Recognizing that this notice to the alleged perpetrator may impact an active criminal investigation, DFS shall contact LE/DOJ prior to case closure in order to maintain the integrity of the case.

DELAWARE CODE¹²⁰

16 Del. C. 924(a)(2)b. of the Delaware Code states: “[The Department shall] advise the person that the Department intends to substantiate the allegations and enter the person on the Child Protection Registry for the incident of abuse or neglect at a designated Child Protection Level.”

¹²⁰ See 16 Del. C. § 924(a)(2)b.

In addition to the DFS investigation, there may be a civil proceeding in the Family Court, such as if DFS petitions for temporary custody of a child or if the alleged perpetrator appeals a finding by DFS and a Substantiation Hearing is scheduled.

MDT members may be subpoenaed to testify in civil proceedings and/or provide case documentation or evidence subject to any relevant statutory provisions and Court rulings as to the confidentiality and admissibility of said evidence.

3. MDT CASE REVIEW

- Case review is the formal process in which the MDT convenes to monitor and assess its independent and collective effectiveness in response to child abuse, child neglect and child death cases. The process facilitates best practices by encouraging mutual accountability and helping to assure that children’s physical, mental and emotional needs are met sensitively, effectively and in a timely manner. Delaware’s MDT follows the national standards, as outlined below:
- Review interview outcomes;
- Discuss, plan and monitor the progress of the investigation;
- Review any medical examinations;
- Discuss child protection and other safety issues;
- Provide input for prosecution and sentencing decisions;
- Discuss emotional support and treatment needs of the child and family members as well as strategies for meeting those needs;
- Assess the families’ reactions and response to the child’s disclosure and involvement in the criminal justice and/or child protection systems;
- Review criminal and civil case updates, ongoing involvement of the child and family and disposition;
- Make provisions for court education and court support;
- Discuss ongoing cultural and special needs issues relevant to the case; and,
- Ensure that all children and families are afforded the legal rights and comprehensive services to which they are entitled.

MDT Case Review will be convened by IC and may include representatives from the following disciplines: CAC, DFS, DOJ, LE, medical, mental health, and victim advocates.

Please see Appendix F for the MDT Case Review Protocol utilized in Delaware.

4. CONFIDENTIALITY, INFORMATION SHARING & DOCUMENTATION

The Child Abuse Prevention and Treatment Act (CAPTA) requires that states preserve the confidentiality of all reports and records pertaining to cases that fall within this MOU to protect the privacy rights of the child and family.¹²¹ However, exceptions are permitted in certain limited circumstances, and the Delaware Code provides guidance on who may access the information.

¹²¹ Retrieved on February 6, 2017, from Child Welfare Information Gateway’s Factsheet Disclosure of Confidential Child Abuse and Neglect Records: <https://www.childwelfare.gov/topics/systemwide/laws-policies/statutes/confide/>

DELAWARE CODE¹²²

16 Del. C. § 909(c) states: “The Department may only release information to persons who have a legitimate public safety need for such information or a need based on the health and safety of a child subject to abuse, neglect or the risk of maltreatment, and such information may be used only for the purpose for which the information is released.”

16 Del. C. § 912(b) states: “A member of the multidisciplinary team may share all information and each record received, prepared, or maintained by or amongst members of the multidisciplinary team to carry out the responsibilities of the multidisciplinary team under law to protect children from abuse and neglect as authorized by the federal child Abuse Prevention and Treatment Act [42 U.S.C. § 5106a(b)(2)]. A multidisciplinary team record is confidential and may be disclosed to a person, including an entity, beyond the multidisciplinary team only as authorized by law or court rule.”

MDT members are **authorized and encouraged** to communicate information with one another pertaining to families and children in a legal, ethical, professional, and timely manner throughout the course of an investigation in accordance with agency policies and existing agreements (e.g., MOUs). As noted above, applicable state and federal confidentiality laws apply.

To obtain records, the requesting MDT agency must contact the MDT agency from which the records originated. **Information may be shared between MDT agencies; however, records shall only be disseminated by the agency owning those records.** Mental health and substance abuse records are afforded a stricter level of protection under state and federal statutes requiring consent of the parent or pursuant to a subpoena issued by DOJ.

If a criminal or civil proceeding is pending, DOJ may also issue a subpoena for records or for court testimony.

Documentation should be specific to case facts and should not include information related to the opinions of the MDT members (i.e., the initial concerns of the investigator as to the strength, strategy, or course of the criminal investigation).

5. CONFLICT RESOLUTION

The MDT shall make every effort to resolve disputes through discussion and negotiation at the lowest levels of the agencies. If the dispute cannot be resolved at this level, then the MDT members involved in the dispute shall contact their individual supervisors for assistance. Once the chain of command is exhausted or at the request of one of the supervisors, a team meeting may be scheduled.

¹²² See 16 Del. C. § 906(e) and 912(b)