Appeal Flow Chart

Notification letter is sent out to all perpetrators of child abuse giving 90 days to request an appeal Letter of appeal is received by the ChildLine Appeal Unit and appeal type is determined A1CS Untimely A1 Secretary **A2 Administrative Bypass Founded** (review or hearing due to Request Review Request Review C.S. vs DPW. Perpetrator **Appeal** (appeal not (Review of written (request (Request for the received within correspondence by the was previously told he/she Request for a direct secretary to Administrative Review was untimely prior to 90 days from the review appeal hearing) Panel) 09/12/08) based on good date of cause shown) notification) If original Pre 7/1/95 If original Information is request was Appeal request was are treated gathered and received prior Letter explaining Information is file is received as A2 reviewed resulting in to 01/01/2001 gathered and untimeliness is sent sent 01/01/2001 requests a decision in 60 reviewed resulting the appeal file giving 90 days to directly or after, file in a decision in 60 days which gives is given to the request a hearing to to BHA is forwarded All others are hearing rights that policy review days which gives dispute timeliness to BHA for a sent directly need to be acted on panel for with the Bureau of hearing rights that hearing to BHA review in **90 days** Hearings and need to be acted Appeals) on in 90 days Information is gathered and reviewed resulting in a If hearing If hearing If no decision in 60 days which If no lf If no request is request hearing gives hearing rights that need hearing hearing hearing is received. request is to be acted on in 90 days request request request received. file is received. is is is file is sent to appeal received. receive received. BHA sent to file is appeal d. file is appeal If no hearing BHA closed file is sent to file is If hearing request is request is closed **BHA** closed received, appeal received, file is sent

to BHA

file is closed

Appeal Flow Chart (cont'd)

A1 Secretary Review

(Request for the secretary to review appeal based on good cause shown)

Letter of Appeal is received



It is determined whether or not more information is needed from the Investigating Agency and/or the perpetrator giving **10 days** for them to respond to our request





The Appeal file is reviewed and a recommendation is made to the Secretary of Public Welfare within **60 days** from the date of the original request. Based on the Secretaries decision



Decision is to grant giving **90 days** for all subjects of the report to request a hearing with the Bureau of Hearings and Appeals





If hearing request is received, file is sent to BHA

If no hearing request is received, appeal file is expunged or amended resulting in the removal of the perpetrator from the registry Decision is to deny giving **90 days** for the perpetrator to request a hearing with the Bureau of Hearings and Appeals





If hearing request is received, file is sent to BHA

If no hearing request is received, appeal file is closed

Appeal Flow Chart (cont'd)

A2 Administrative Review

(Review of written correspondence from the perpetrator and the Investigating Agency by the Administrative Review Panel)

Letter of Appeal is received



It is determined whether or not more information is needed from the Investigating Agency and/or the perpetrator allowing **10 days** for them to respond to our request





The Appeal file is reviewed and a decision is made within 60 days from the receipt of the appeal request



Decision is to deny allowing 90 days for the

perpetrator to request a hearing with the

Bureau of Hearings and Appeals

Decision is to grant allowing **90 days** for all subjects of the report to request a hearing with the Bureau of Hearings and Appeals





If hearing request is received, file is sent to BHA

If no hearing request is received, appeal file is expunged or amended resulting in the removal of the perpetrator from the registry

If hearing request is received, file is sent to BHA

If no hearing request is received, appeal file is closed

Appeal Flow Chart (cont'd)

