

INSTRUCTIONS FOR COMPLETING THE RISK ASSESSMENT FORM

In securing information to complete the Pennsylvania Model Risk Assessment Form (also referred to as “the Risk Assessment Matrix”), it is imperative that workers are able to support their rankings with data obtained from family members and collateral contacts. Additionally, the assessment of risk should include not only those areas of concern regarding the level of care provided to children and their safety, but also the protective factors available based on family strengths.

If the focus of assessment concentrates only on risk and does not include strengths, decision making will be based on incomplete information and intervention strategies may be not only ineffective, but utilize valuable resources unnecessarily.

The completion of the matrix and the narrative summary should include a compilation of the allegations received, prior case history, and the Child Welfare Professional's findings in the interview/assessment process with family members and collateral contacts. Observations should be supported by data and conclusions should be supported by examples of statements and behaviors.

Family strengths include the resources and supports available to, and used by the family, relationships both within the family and with the community at large, the family's problem solving and coping skills, the family's ability to nurture and support each other, the family's identification of problem areas and stresses, and their plans to resolve current difficulties.

In completing the narrative summary there should be a logical progression of thought indicating the rationale for ratings, leading the reader to an apparent conclusion of overall risk.

Intervention strategies and case planning should be based on both the findings by Child Welfare Professional and the family's needs/strengths, problem identification, resources used, and/or those to be secured.

1. Case Surname(s).
2. Case Number (if applicable).
3. Name of each child under 18 who is in the household and family. Other children who reside at the home on a part-time basis and impact risk should be rated.
4. Age of each child.
5. Name of each adult in the household and perpetrator. Also the name of any parent, paramour, or caretaker who may impact risk to the child.
6. Age of each adult.

INSTRUCTIONS FOR COMPLETING THE RISK ASSESSMENT FORM, (Cont'd)

7. Individual rating for each child. To select appropriate risk rating, Child Welfare Professional should review definitions of each category. A general guideline is that when the Child Welfare Professional chooses no or low risk, every appropriate trait mentioned in the definition should be present. Moderate and High risk are used when any characteristic in these descriptions is present.
8. Carry-over highest rating for each child listed.
9. Individual rating for each adult listed. This must include perpetrators', adult caretakers and any household member (see No. 7 for specific instructions).
10. Carry-over highest risk rating for each adult listed.
11. Ratings of the Environmental Factors.
12. Overall Severity - consider factors 2 and 4 to determine the seriousness of what has happened.
13. Overall Risk - consider all categories in an attempt to determine the likelihood of future Abuse/Neglect.
14. Child Welfare Professional signature.
15. Date Risk Assessment completed.
16. Supervisor's signature.
17. Date supervisor reviewed Risk Assessment
18. Explain individual High and Moderate Risk Factors and clarify ambiguous factors. Explain overall ratings of Risk and Severity. Support conclusions and highlight interactive qualities of particular factors. Note any critical information regarding family strengths/family needs and safety issues and intervention strategies. During supervisory review, caution must pervade analysis in any factor bearing an X rating (unable to assess).