



CDSS

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DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**

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EDMUND G. BROWN JR.  
GOVERNOR

November 1, 2015

ALL COUNTY LETTER NO. 15-81

TO: ALL COUNTY WELFARE DIRECTORS  
ALL CHILD WELFARE SERVICES PROGRAM MANAGERS  
ALL COUNTY CHIEF PROBATION OFFICERS  
ALL TITLE IV-E AGREEMENT TRIBES

SUBJECT: CHILD FATALITY PUBLIC DISCLOSURE REQUIREMENTS

REFERENCE: TITLE 42 UNITED STATES CODE (U.S.C.) SECTIONS [5106a\(b\)\(2\)\(B\)\(viii\)](#) AND [5106a\(b\)\(2\)\(B\)\(x\)](#); WELFARE AND INSTITUTIONS CODE (WIC) SECTION [10850.4](#); MANUAL OF POLICIES AND PROCEDURES (MPP), DIVISION 31 REGULATIONS SECTION [31-502](#); SENATE BILL (SB) [39](#) (CHAPTER 468, STATUTES OF 2007); ASSEMBLY BILL (AB) [1978](#) (CHAPTER 768, STATUTES OF 2014); BUTTERFIELD V. LIGHTBOURNE (SUPERIOR COURT OF CALIFORNIA, DEC. 28, 2012, [NO 37-2011-00097858-CU-MC-CTL](#)); ALL COUNTY LETTER (ACL) [08-13](#), [ACL 09-02](#), [ACL10-06](#), [ACL 12-20](#); and ALL COUNTY INFORMATION NOTICE (ACIN) [I-45-12](#).

The purpose of this All County Letter (ACL) is to provide counties with guidance in the implementation of amendments to child fatality disclosure regulations and to provide clarification on the timeframes to disclose information on a child fatality to the California Department of Social Services (CDSS) and to the public upon request.

**BACKGROUND**

In California, federal and state statutes govern the reporting and disclosure requirements related to child fatalities that are determined to be the result of abuse and/or neglect.

Federal Law – The Abuse Child Prevention and Treatment Act (CAPTA), signed into law in 1974 (Public Law (PL) 93-248) and most recently reauthorized in the CAPTA

**REASON FOR THIS TRANSMITTAL**

- State Law Change
- Federal Law or Regulation Change
- Court Order
- Clarification Requested by One or More Counties
- Initiated by CDSS

Reauthorization Act of 2010 (PL 111-320) is one of the key pieces of federal legislation that guides child protection. It requires states to prescribe state laws that allow for the public disclosure of “findings or information” about cases of child abuse and/or neglect that result in fatalities ([42 U.S.C. section 5106a\(b\)\(2\)\(B\)\(x\)](#)), while preserving the confidentiality of all child abuse and neglect reports and records in order to protect the rights of the child and the child’s parent(s) or guardian(s) ([42 USC section 5106a\(b\)\(2\)\(B\)\(viii\)](#)).

California Law – [Senate Bill \(SB\) 39](#) (Chapter 468, Statutes of 2007) added section [10850.4](#) to the Welfare and Institutions Code (WIC), and requires that 1) county child welfare services (CWS) agencies report specified child fatality information to CDSS when the death is determined to be the result of abuse and/or neglect and 2) the custodian of records for the child welfare agency release specified child fatality information to the public.

The CDSS issued [ACL 08-13](#), dated March 14, 2008; [ACL 09-02](#), dated March 19, 2009; [ACL 10-06](#), dated March 6, 2010; [ACL 12-20](#), dated May 30, 2012; and [All County Information Notice \(ACIN\) I-45-12](#), dated September 21, 2012 to implement the requirements of SB 39. The CDSS issued emergency regulations related to SB 39 in the California Manual of Policies and Procedures (MPP), effective January 1, 2009, which governed disclosure requirements for child fatalities that occurred on or after January 1, 2008. These regulations were adopted as final on November 10, 2009. On July 1, 2015, CDSS adopted final amendments to these regulations pursuant to the California Superior Court decision in *Butterfield v. Lightbourne* (Superior Court of California, December 28, 2012, [NO 37-2011-00097858-CU-MC-CTL](#)), thereby clarifying implementation of SB 39. These regulations, [ACL 12-20](#), [ACIN 1-45-12](#), and this ACL provide current instructions regarding the public disclosure of findings and information in cases of child fatalities caused by abuse and/or neglect.

## **AMENDMENTS TO THE CHILD FATALITY DISCLOSURE REGULATIONS**

### **An Adult Who is Considered a Guardian**

Regulations adopted at MPP section 31-502.232(a) clarify that a “guardian” includes a “putative parent or guardian.” A “putative parent or guardian” is an individual with whom the child resides and who routinely acts as the child’s parent or guardian.

### **Multiple Causes of Death and Material Contributing Factors**

Prior to July 1, 2015, regulations stated that counties must disclose information when a child’s death was the “result of” abuse or neglect, meaning disclosure was triggered when abuse and/or neglect was the direct cause of the child’s fatality. The new regulations adopted at MPP section 31-502.13 clarify that it is not necessary for abuse and/or neglect to be the sole or direct cause of the child’s death. Rather, in cases where there are multiple factors that resulted in a child fatality, it is only necessary to determine that abuse and/or neglect was a “material contributing factor” in the child’s death. “Material contributing factor” includes, but is not limited to the “contributory

neglect” cited in regulations at 31-502.3. It is not necessary to prove that abuse or neglect was the greatest cause in the child’s death or that the child would have lived had the abuse or neglect not occurred. In any case in which a child dies and abuse or neglect is a material contributing factor to the cause of death as determined by CWS, law enforcement and/or the coroner/medical examiner, the case records are subject to disclosure.

### **Cross-Jurisdictional Fatalities**

Regulations have been adopted at MPP section 31-502.122 and .26 to clarify reporting and disclosure responsibility when fatal maltreatment of a child occurs in one county and the child is transported to another county for medical treatment. If a county’s involvement with the child fatality was limited to the provision of medical services to the victim and/or the preparation and issuance of a coroner or medical examiner’s report, the CWS agency in the county where the abuse and/or neglect occurred shall report on behalf of both counties.

### **Agencies Reach Differing Determinations of Abuse and/or Neglect**

In some cases, law enforcement, the coroner/medical examiner and/or CWS may reach differing conclusions when determining the cause of a child fatality. When any one of the three agencies determine or substantiate abuse and/or neglect as a cause of or a material contributing factor to a child’s death, information must be disclosed pursuant to MPP section 31-502.3, even if one or both of the other agencies have not reached the same determination.

## **DOCUMENTS TO BE DISCLOSED IN SPECIFIC SCENARIOS**

### **Disclosure Requirements**

The following sections describe the circumstances in which a county CWS agency has a duty to disclose child fatality information and indicate what information and records must be disclosed for each of those circumstances. Each scenario is based upon the residence of the child at the time the abuse/neglect occurred, and describes the information relating to the abuse/neglect that must be released based upon who perpetrated the abuse.

**For each circumstance, counties must release all of the prescribed documents that exist in the child’s family or foster family’s case file. There is no requirement that counties must find or procure documents not in the case file for disclosure.**

***Abuse and/or Neglect by a Parent or Guardian When the Child was Living with the Parent or Guardian***

Conditions that require public disclosure pursuant to MPP section 31-502.31:

- A child fatality has been determined to be the result of abuse and/or neglect by a parent or guardian.
- The child fatality victim resided with the child's parent or guardian.
- There has been a public request for records pursuant to MPP section 502.

When the above conditions have been met, the county CWS agency shall disclose the following documents:

- *Child Fatality/Near Fatality County Statement of Findings and Information Form* (SOC 826) including the following information:
  - The age and gender of the child.
  - The date of death.
  - Whether the child resided in foster care or in the home of a parent or guardian at the time of death.
  - Whether an investigation is being conducted by a law enforcement agency or the county child welfare agency.
- All previous referrals of abuse and/or neglect of the deceased child while living in the home and any other previous referral that is pertinent to the abuse or neglect that caused the child's death. Any information in these referrals that identifies a child victim other than the deceased child shall be redacted by the county CWS agency.
- Emergency response referral form completed by the county CWS agency relating to the abuse or neglect that caused the death of the child.
- Emergency response notice of referral disposition form completed by the county CWS agency relating to the abuse or neglect that caused the death of the child.
- Any cross reports completed by the county CWS agency to law enforcement relating to the deceased child.
- All risk and safety assessments completed by the county child welfare services agency relating to the deceased child.
- All health care records of the deceased child, excluding mental health records, related to the child's death and previous injuries reflective of a pattern of abuse or neglect.
- Copies of police reports about the person against whom the child abuse or neglect was substantiated.

All disclosures listed above, pursuant to MPP section 31-502.31, are subject to redactions specified in MPP section 31-502.4.

***Abuse and/or Neglect by a Person Other than the Parent or Guardian When the Child was Living with the Parent or Guardian and Contributory Neglect by the Parent or Guardian***

Conditions that require public disclosure pursuant to MPP section 31-502.32:

- A child fatality has been determined to be the result of abuse and/or neglect by a person other than a parent or guardian.
- Neglect by a parent or guardian has been determined to have contributed to the abuse or neglect that resulted in the child fatality.
- The child fatality victim resided with the child's parent or guardian.
- There has been a public request for records pursuant to MPP section 502.

When the above conditions have been met, the county CWS agency shall disclose the following documents:

- SOC 826 form including the following information:
  - The age and gender of the child.
  - The date of death.
  - Whether the child resided in foster care or in the home of a parent or guardian at the time of death.
  - Whether an investigation is being conducted by a law enforcement agency or the county child welfare agency.
- All previous referrals of abuse and/or neglect of the deceased child while living in the home and any other previous referral that is pertinent to the abuse or neglect that caused the child's death. Any information in these referrals that identifies a child victim other than the deceased child shall be redacted by the county CWS agency.
- Emergency response referral form completed by the county CWS agency relating to the abuse or neglect that caused the death of the child.
- Emergency response notice of referral disposition form completed by the county CWS agency relating to the abuse or neglect that caused the death of the child.
- Any cross reports completed by the county CWS agency to law enforcement relating to the deceased child.
- All risk and safety assessments completed by the county child welfare services agency relating to the deceased child.
- All health care records of the deceased child, excluding mental health records, related to the child's death and previous injuries reflective of a pattern of abuse or neglect.
- Copies of police reports about the person against whom the child abuse or neglect was substantiated.

All disclosures listed above, pursuant to MPP section 31-502.32, are subject to redactions specified in MPP section 31-502.4.

***Abuse and/or Neglect by a Foster Parent(s)***

Conditions that require public disclosure pursuant to MPP section 31-502.33:

- A child fatality has been determined to be the result of abuse and/or neglect by a foster care provider.
- The child fatality victim resided in foster care.
- There has been a public request for records pursuant to MPP section 502.

When the above conditions have been met, the county CWS agency shall disclose the following documents:

- SOC 826 form including the following information:
  - The age and gender of the child.
  - The date of death.
  - Whether the child resided in foster care or in the home of a parent or guardian at the time of death.
  - Whether an investigation is being conducted by a law enforcement agency or the county child welfare agency.
- All previous referrals of abuse and/or neglect of the deceased child while living in the foster home and any other previous referral that is pertinent to the abuse or neglect that caused the child's death. Any information in these referrals that identifies a child victim other than the deceased child shall be redacted by the county CWS agency.
- Emergency response referral form completed by the county CWS agency relating to the abuse or neglect that caused the death of the child.
- Emergency response notice of referral disposition form completed by the county CWS agency relating to the abuse or neglect that caused the death of the child.
- Any cross reports completed by the county CWS agency to law enforcement relating to the deceased child.
- All risk and safety assessments completed by the county child welfare services agency relating to the deceased child.
- All health care records of the deceased child, excluding mental health records, related to the child's death and previous injuries reflective of a pattern of abuse or neglect.
- Copies of police reports about the person against whom the child abuse or neglect was substantiated.

Additionally, the county CWS agency shall disclose the following licensing/approval records, if in the case file:

- Records pertaining to the foster care providers' initial licensing and renewals and type of license or licenses held.
- All reported licensing violations, including notices of action.
- Records of the training completed by the foster care providers.

If the above licensing/approval records are maintained by the county CWS agency but are not present in the case file, the county CWS agency shall take the following actions:

- Forward the request for licensing/approval records to the appropriate county custodian of records.
- Obtain the requested licensing/approval records.
- Disclose the requested licensing/approval records along with other case-file documents listed above pursuant to MPP section 31-502.33.

If the above licensing/approval records are neither contained in the child's case record nor maintained by the county CWS agency, the county CWS agency shall take the following actions:

- Release documents required by MPP section 31-502.33 that are available within the case record.
- Refer the requesting party to the appropriate licensing/approval agency for additional information or documents.

All disclosures above, pursuant to MPP section 31-502.33, are subject to the following redactions:

- As specified in MPP section 31-502.4.
- Any information that would identify a parent or guardian other than the foster care providers.

***Abuse and/or Neglect by a Person Other than the Foster Parent(s) When the Child was Living with the Foster Parent(s), and Contributory Neglect by Foster Parent(s)***

Conditions that require public disclosure pursuant to MPP section 31-502.34:

- A child fatality has been determined to be the result of abuse and/or neglect by a person other than a foster care provider.
- Neglect by the child's foster care provider has been determined to have contributed to the abuse or neglect which resulted in the child fatality.
- The child fatality victim resided in foster care.
- There has been a public request for records pursuant to MPP section 502.

When the above conditions have been met, the county CWS agency shall disclose the following documents:

- SOC 826 form including the following information:
  - The age and gender of the child.

- The date of death.
- Whether the child resided in foster care or in the home of a parent or guardian at the time of death.
- Whether an investigation is being conducted by a law enforcement agency or the county child welfare agency.
- All previous referrals of abuse and/or neglect of the deceased child while living in the foster home and any other previous referral that is pertinent to the abuse or neglect that caused the child's death. Any information in these referrals that identifies a child victim other than the deceased child shall be redacted by the county CWS agency.
- Emergency response referral form completed by the county CWS agency relating to the abuse or neglect that caused the death of the child.
- Emergency response notice of referral disposition form completed by the county CWS agency relating to the abuse or neglect that caused the death of the child.
- Any cross reports completed by the county CWS agency to law enforcement relating to the deceased child.
- All risk and safety assessments completed by the county child welfare services agency relating to the deceased child.
- All health care records of the deceased child, excluding mental health records, related to the child's death and previous injuries reflective of a pattern of abuse or neglect.
- Copies of police reports about the person against whom the child abuse or neglect was substantiated.

Additionally, the county CWS agency shall disclose the following licensing/approval records, if in the case file:

- Records pertaining to the foster care providers' initial licensing and renewals and type of license or licenses held.
- All reported licensing violations, including notices of action.
- Records of the training completed by the foster care providers.

If the above licensing/approval records are maintained by the county CWS agency but are not present in the case file, the county CWS agency shall take the following actions:

- Forward the request for licensing/approval records to the appropriate county custodian of records.
- Obtain the requested licensing/approval records.
- Disclose the requested licensing/approval records along with other case-file documents listed above pursuant to MPP section 31-502.34.

If the above licensing/approval records are neither contained in the child's case record nor maintained by the county CWS agency, the county CWS agency shall take the following actions:



- Release documents required by MPP section 31-502.34 that are available within the case record.
- Refer the requesting party to the appropriate licensing/approval agency for additional information or documents.

All disclosures above, pursuant to MPP section 31-502.34, are subject to the following redactions:

- As specified in MPP section 31-502.4.
- Any information that would identify a parent or guardian other than the foster care provider.

***Abuse and/or Neglect by a Person Other than the Parent, Guardian, or Foster Parent(s), No Contributory Neglect by Parent, Guardian, or Foster Parent(s)***

Conditions that require public disclosure pursuant to MPP section 31-502.35:

- A child fatality has been determined to be the result of abuse and/or neglect by a person other than the parent, guardian, or foster care provider.
- There was no determination that neglect by a parent, guardian, or foster care provider contributed to the circumstances that caused the child fatality.
- The child fatality victim resided in either of the following:
  - The home of a parent or guardian.
  - Foster care
- There has been a public request for records pursuant to MPP section 502.

When the above conditions have been met, the county CWS agency shall disclose the following documents:

- SOC 826 form including the following information:
  - The age and gender of the child.
  - The date of death.
  - Whether the child resided in foster care or in the home of a parent or guardian at the time of death.
  - Whether an investigation is being conducted by a law enforcement agency or the county child welfare agency.
- All previous referrals of abuse and/or neglect of the deceased child pertinent to the abuse or neglect that caused the child's death. Any information in these referrals that identifies a child victim other than the deceased child shall be redacted by the county CWS agency.
- Emergency response referral form completed by the county CWS agency relating to the abuse or neglect that caused the death of the child.

- Emergency response notice of referral disposition form completed by the county CWS agency relating to the abuse or neglect that caused the death of the child.
- Any cross reports completed by the county CWS agency to law enforcement relating to the deceased child.
- All risk and safety assessments completed by the county child welfare services agency relating to the deceased child.
- All health care records of the deceased child, excluding mental health records, related to the child's death and previous injuries reflective of a pattern of abuse or neglect.
- Copies of police reports about the person against whom the child abuse or neglect was substantiated.

The disclosures listed above, pursuant to MPP section 31-502.35, are subject to the following redactions:

- As specified in MPP section 31-502.4.
- Any information that would identify a parent, guardian, or foster care provider(s), unless it was determined that abuse and/or neglect by the parent, guardian, or foster care provider contributed to the circumstances that resulted in the child fatality.

### ***Abuse and/or Neglect in Non-Residential Child Care***

Conditions that require public disclosure pursuant to MPP section 31-502.36:

- A child fatality has been determined to be the result of abuse and/or neglect by a non-residential care provider.
- There was no determination that neglect by a parent, guardian, or foster care provider contributed to the circumstances that caused the child fatality.
- The child fatality victim resided in either of the following:
  - The home of a parent or guardian.
  - Foster care.
- There has been a public request for records pursuant to MPP section 502.

When the above conditions have been met, the county CWS agency shall disclose the following documents:

- SOC 826 form including the following information:
  - The age and gender of the child.
  - The date of death.
  - Whether the child resided in foster care or in the home of a parent or guardian at the time of death.
  - Whether an investigation is being conducted by a law enforcement agency or the county child welfare agency.

- All previous referrals relating to the abuse and/or neglect that caused the death of the child perpetrated by the person who was responsible for the abuse and/or neglect that resulted in the child fatality. Any information in these referrals that identifies a child victim other than the deceased child shall be redacted by the county CWS agency.
- Emergency response referral form completed by the county CWS agency relating to the abuse or neglect that caused the death of the child.
- Emergency response notice of referral disposition form completed by the county CWS agency relating to the abuse or neglect that caused the death of the child.
- Any cross reports completed by the county CWS agency to law enforcement relating to the deceased child.
- All risk and safety assessments completed by the county child welfare services agency relating to the deceased child.
- All health care records of the deceased child, excluding mental health records, related to the child's death and previous injuries reflective of a pattern of abuse or neglect.
- Copies of police reports about the person against whom the child abuse or neglect was substantiated.

Additionally, the county CWS agency shall disclose the following licensing records, if in the case file:

- Licensing records of the non-residential care provider.

If the above licensing/approval records are maintained by the county CWS agency but are not present in the case file, the county CWS agency shall take the following actions:

- Forward the request for licensing records to the appropriate county custodian of records.
- Obtain the requested licensing records.
- Disclose the requested licensing records along with other case file documents listed above pursuant to MPP section 31-502.36.

If the above licensing records are neither contained in the child's case record nor maintained by the county CWS agency, the county CWS agency shall take the following actions:

- Release documents required by MPP section 31-502.36 that are available within the case record.
- Refer the requesting party to the appropriate licensing/approval agency for additional information or documents.

All disclosures above, pursuant to MPP section 31-502.36, are subject to the following redactions:

- As specified in MPP section 31-502.4.
- Any information that would identify a parent, guardian, or foster care provider(s).

***Abuse and/or Neglect by an Unidentified Individual when the Child was Living with the Parent, Guardian, or Foster Care Provider***

Conditions that require public disclosure pursuant to MPP section 31-502.37:

- A child fatality has been determined to be the result of abuse and/or neglect.
- It has not been determined who inflicted the abuse and/or neglect that resulted in the child fatality.
- The child fatality victim resided in either of the following:
  - The home of a parent or guardian.
  - Foster care
- There has been a public request for records pursuant to MPP section 502.

When the above conditions have been met, the county CWS agency shall disclose the following documents:

- SOC 826 form including the following information:
  - The age and gender of the child.
  - The date of death.
  - Whether the child resided in foster care or in the home of a parent or guardian at the time of death.
  - Whether an investigation is being conducted by a law enforcement agency or the county child welfare agency.
- All previous referrals of abuse and/or neglect of the deceased child pertinent to the abuse or neglect that caused the child's death. Any information in these referrals that identify any child victim other than the deceased child shall be redacted by the county CWS agency.
- Emergency response referral form completed by the county CWS agency relating to the abuse or neglect that caused the death of the child.
- Emergency response notice of referral disposition form completed by the county CWS agency relating to the abuse or neglect that caused the death of the child.
- Any cross reports completed by the county CWS agency to law enforcement relating to the deceased child.
- All risk and safety assessments completed by the county child welfare services agency relating to the deceased child.
- All health care records of the deceased child, excluding mental health records, related to the child's death and previous injuries reflective of a pattern of abuse or neglect.
- Copies of police reports in the case file related to the abuse and/or neglect that caused the death of the child.

The disclosures listed above, pursuant to MPP section 31-502.37, are subject to the following redactions:

- As specified in MPP section 31-502.4.
- Any information that would identify the parent, guardian, or foster care provider(s), unless it was determined that abuse and/or neglect by the parent, guardian, or foster care provider contributed to the circumstances that resulted in the child fatality.

## **REPORTING AND DISCLOSURE**

### **Confidentiality**

Under Welfare and Institutions Code section 10850.4(e), counties are instructed to redact “the names, addresses, telephone numbers, ethnicity, religion, or any other identifying information of any person or institution, other than the county or the State Department of Social Services.” These regulations apply to all child fatality disclosure reports.

Regulations instructing counties to redact any information that “identifies a child victim other than the deceased child” or “would identify the parent, guardian, or foster care provider(s), unless it was determined that abuse and/or neglect by the parent, guardian, or foster care provider contributed to the circumstances that resulted in the child fatality” should not be interpreted as conflicting with the confidentiality requirements set forth in the Welfare and Institutions code. Rather, this should be interpreted to mean that counties may release non-confidential information, such as age, gender or relationship on both the victim child and perpetrator in order to form a coherent narrative of the events that led to the child’s death.

### **Updated SOC 826**

For all child fatalities, the county CWS agency shall submit a completed SOC 826 to CDSS within ten business days of learning of a determination or substantiation that abuse and/or neglect caused or contributed to a child fatality. The substantiation can be made independently by the county CWS agency or the agency may receive notification of a determination from law enforcement and/or the coroner/medical examiner.

A revised SOC 826 (rev. 8/15) is attached to this letter. Updated regulations 31-502.23 require that counties disclose both the deceased child’s residence at the time of death and residence at the time the abuse and/or neglect occurred. To meet this requirement, the SOC 826 has been updated to add a field for Residence of Child at Time of Death to Part B – Child Fatality Findings. The form has also been updated to clarify that more than one selection can be made for the “determining agency,” “investigating agency” and “cause of fatality” fields.

**The revised SOC 826 (8/15) form must be used from the date of this letter for all**

**fatalities or near fatalities that are determined to be the result of abuse and/or neglect.**

**Timelines**

When public disclosure is required pursuant to MPP section 31-502, the documents shall be released by the county CWS agency, upon public request, either 1) within ten business days of receiving the public request for records or 2) within ten business days of an agency's determination that abuse and/or neglect caused or contributed to a child fatality, whichever is later.

If a county CWS agency receives a request for records for a child death where there is a reasonable suspicion of abuse or neglect before having substantiated or having received a determination, the county CWS agency shall release the information contained in Part A of the SOC 826 within five business days, per MPP 31-502.12. Once a determination of abuse or neglect is made, the county has ten business days from the date of that determination to fulfill the public request for records. If there are multiple determinations, the first date upon which the county CWS agency either substantiates or learns of a determination is the date which initiates the 10-business-day time frame to release requested documents.

**Technical Assistance**

The CDSS Children and Family Services Division has set up a mailbox for technical questions regarding reporting and disclosure in cases of child fatalities and near fatalities. Please direct any questions you may have to [childfatality@dss.ca.gov](mailto:childfatality@dss.ca.gov). If you have any other questions regarding this information, please contact the Child Welfare Policy and Program Development Bureau at (916) 651-6160.

Sincerely,

***Original Document Signed By:***

GREGORY E. ROSE  
Deputy Director  
Children and Family Services Division

Attachment

# CHILD FATALITY/NEAR FATALITY COUNTY STATEMENT OF FINDINGS AND INFORMATION

## INSTRUCTIONS:

Counties shall complete this form for each child fatality/near fatality determined to be a result of abuse and/or neglect. The form shall be submitted to CDSS within ten business days of notification of final determination from the investigating agency.

For a child fatality, complete parts A and B.

For a child near fatality, complete parts A and C.

## PART A - ALWAYS COMPLETE THIS INFORMATION FOR CDSS SUBMISSION

Date form completed: \_\_\_\_\_  Fatality  Near Fatality

**Note: Redact information in this box prior to the public release of this document.**

CWS/CMS 19 DIGIT REFERRAL # OF CHILD VICTIM:

COUNTY CONTACT AND PHONE NUMBER (INDIVIDUAL THAT CDSS WOULD CONTACT FOR ADDITIONAL INFORMATION):

COUNTY WHERE INCIDENT OCCURRED:

REPORTING COUNTY (IF DIFFERENT):

CHILD'S GENDER:

Male  Female

CHILD'S AGE:

DATE OF FATALITY/NEAR FATALITY (IF KNOWN):

RESIDENCE OF THE CHILD AT THE TIME OF THE ABUSE/NEGLECT THAT RESULTED IN THE FATALITY/NEAR FATALITY:

Home Of Parent/  
Legal Guardian  Foster Care/Out-of-Home Care

INVESTIGATION CONDUCTED BY (CHECK ALL THAT APPLY):

Law Enforcement  CWS/Probation

## PART B - CHILD FATALITY FINDINGS - CONCLUSION OF INVESTIGATING AGENCY

RESIDENCE OF THE CHILD AT THE TIME OF DEATH:

Home Of Parent/  
Legal Guardian  Foster Care/Out-of-Home Care

DETERMINATION MADE BY (CHECK ALL THAT APPLY):

Coroner/Medical Examiner  Law Enforcement  CWS/Probation

FINDING OF CHILD FATALITY DUE TO (CHECK ALL THAT APPLY):

Crime  Suicide  Non-Accidental  Undetermined  Other: \_\_\_\_\_

## PART C - CHILD NEAR FATALITY FINDINGS - CONCLUSION OF INVESTIGATING AGENCY

DETERMINATION MADE BY (CHECK ALL THAT APPLY):

Physician  Law Enforcement  CWS/Probation

FINDINGS OF CHILD NEAR FATALITY DUE TO (CHECK ALL THAT APPLY):

Crime  Attempted Suicide  Non-Accidental  Undetermined  Other: \_\_\_\_\_

**DO NOT INCLUDE A NARRATIVE; CHECK THE APPROPRIATE BOXES ABOVE.**

**Please fax this form to:  
Children's Services Operations Bureau,  
Attention: Bureau Chief at (916) 651-8144.**