

# Child Protective Services: Investigation

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## 2104.8 Special Investigations and Miscellaneous Requests

### Discussion

#### REPORTS REQUIRING SPECIAL INVESTIGATIONS

Certain reports of abuse and neglect require specific responses for completing the investigation. These include reports of maltreatment in foster, adoptive, foster/adoptive homes; granny houses; reports of maltreatment by school personnel; reports of child maltreatment in certain residential institutions and facilities; reports of maltreatment on military reservations; and certain medical neglect and Baby Doe cases. See Section VI (Special Investigations) for instructions on responding to these reports. Both Internal Data System (Form 590) and Child Abuse and Neglect Report (Form 431) are completed for these investigations.

#### REQUESTS FOR ASSISTANCE

Other requests to the department include:

- Requests for Assistance which are requests from other states/counties that need assistance with interviews of local persons in active cases, usually investigations being conducted at those locations. Review 2103.22 (CPS Across County Lines) for requirements of handling referrals from Georgia counties.
- Requests for courtesy interviews and/or checking on children for other states or another county. An example of this is when a family with a closed CPS case move to Georgia or another county and the state/county of previous residence asks Georgia/new county to determine that the family is situated in their new home and is aware of local services. It is a county decision, usually based on availability of staff, whether to comply with the request. A courtesy interview does not apply to situations when a family moves while the CPS case is still active and unresolved issues remain. The family is immediately to the county of their residence for CPS services.
- Requests for the county to be the representative payee in situations where there are no family or community resources to take on this responsibility. CPS only agrees to handle a representative payee case after exploring all alternative resources, including determining whether the family meets criteria for Adult Protective Services (See APS Manual, 2005.7).

Complete Internal Data System (Form 590) for responding to miscellaneous requests. A Form 590 **is not** completed for representative payee requests. A Child Abuse and Neglect Report (Form 431) is not completed unless the request includes allegations of maltreatment and a case is opened for a CPS investigation.