



# **State Child Abuse & Neglect (SCAN) Policies Database**

## **DATA COLLECTION PROTOCOL**

April 2021

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# State Child Abuse & Neglect (SCAN) Policies Database DATA COLLECTION PROTOCOL

April 2021

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## Overview

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### Introduction

The State Child Abuse and Neglect (SCAN) Policies Database compiles data on the definitions and policies that different states use in their surveillance of child maltreatment, along with data on associated risk and protective factors. The SCAN Policies Database is funded by the Office of Planning, Research, and Evaluation in collaboration with the Children's Bureau in the Administration for Children and Families (ACF) at the U.S. Department of Health and Human Services (HHS). The project team is led by Mathematica in partnership with Child Trends.

Although federal law is the foundation of the child welfare system, states drive much of the structure of their own systems. The Child Abuse Prevention and Treatment Act (CAPTA) (42 U.S.C.A. § 5106g), as amended in 2010, identifies certain acts or behaviors as child maltreatment. States must comply with the broader CAPTA definitions, but within those parameters, states have their own legal definitions. State laws—and the policies states set to enforce these laws—have different definitions of child abuse and neglect and different policies for reporting and responding to child maltreatment.

Data on the definitions and related policies for child abuse and neglect—state by state and over time—can help researchers, analysts, policymakers, child welfare agencies, and others broaden their understanding of differences between states and how these differences may influence rates of child maltreatment.

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### Purpose

The project's purpose is to review and compile information from selected child abuse and neglect definitions and related policies in all 50 states, the District of Columbia, and the Commonwealth of Puerto Rico, to create a database of those definitions and policies that can be used for analysis.

The database is a resource for researchers, analysts, and others who are interested in examining differences between states in their definitions and policies on child maltreatment. A primary benefit of these data is to allow researchers to link the analytic files to other data sources, such as the National Child Abuse and Neglect Data System (NCANDS), the Adoption and Foster Care Analysis and Reporting System (AFCARS), other federal and state administrative data, and survey data. When data from the SCAN Policies Database are linked with other data sources, the linked data can be used to answer important questions about how variations in states' definitions and policies are associated with the incidence of child maltreatment, the child welfare system response, and ultimately, the safety and well-being of children.

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### Highlights

The scope of the SCAN Policies Database includes information about state definitions and policies related to child abuse and neglect for all 50 states, the District of Columbia, and the Commonwealth of Puerto Rico. This information represents data collected, reviewed, and

verified between May 2019 and July 2020. The data reflect the state definitions and policies for the year 2019. The scope of the topics in the SCAN Policies Database includes states' definitions of child abuse and neglect as well as information about policies related to reporting, screening, and investigating child maltreatment. Key aspects of the child welfare systems' response and context are also included.

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### **Access to database**

The SCAN Policies Database can be accessed via <https://www.scanpoliciesdatabase.com> or the National Data Archive on Child Abuse and Neglect at <https://www.ndacan.acf.hhs.gov/>.

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## Introduction to the SCAN Policies Database

The State Child Abuse and Neglect (SCAN) Policies Database compiles data on the definitions and policies that different states use in their surveillance of child maltreatment, along with data on associated risk and protective factors. The SCAN Policies Database is funded by the Office of Planning, Research, and Evaluation in collaboration with the Children's Bureau in the Administration for Children and Families (ACF) at the U.S. Department of Health and Human Services (HHS). The project team is led by Mathematica in partnership with Child Trends.

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### Background

Although federal law is the foundation of the child welfare system, states drive much of the structure of their own systems. The Child Abuse Prevention and Treatment Act (CAPTA) (42 U.S.C.A. § 5106g), as amended in 2010, identifies certain acts or behaviors as child maltreatment. States must comply with the broader CAPTA definitions, but within those parameters, states have their own legal definitions. State laws—and the policies states set to enforce these laws—have different definitions of child abuse and neglect and different policies for reporting and responding to child maltreatment.

Data on the definitions and related policies for child abuse and neglect—state by state and over time—can help researchers, analysts, policymakers, child welfare agencies, and others broaden their understanding of differences between states and how these differences may influence rates of child maltreatment.

---

### Purpose

The project's purpose is to review and compile information from selected definitions and policies in all 50 states, the District of Columbia, and the Commonwealth of Puerto Rico (referred to throughout as states), to create a database of those definitions and policies (the SCAN Policies Database) that can be used for analysis.

The database is a resource for researchers, analysts, and others who are interested in examining differences between states in their definitions and policies on child maltreatment. A primary benefit of these data is to allow researchers to link the analytic files to other data sources, such as the National Child Abuse and Neglect Data System (NCANDS), the Adoption and Foster Care Analysis and Reporting System (AFCARS), other federal and state administrative data, and survey data. When data from the SCAN Policies Database are linked with other data sources, the linked data can be used to answer important questions about how variations in states' definitions and policies are associated with the incidence of child maltreatment, the child welfare system response, and ultimately, the safety and well-being of children.

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### Data access

Given the utility of the SCAN Policies Database when merged with datasets available through the National Data Archive on Child Abuse and Neglect (NDACAN), the SCAN Policies Database team and NDACAN have both agreed to disseminate the data. The SCAN Policies Database

can be accessed in the following ways: (1) using an interactive data feature to explore data on the SCAN Policies Database website, (2) downloading the full data file in comma-delimited format from the SCAN Policies Database website, or (3) downloading the full dataset from NDACAN in one of several formats compatible with common statistical software, including SAS, SPSS, Stata, and a tab-delimited format for import into spreadsheet programs and R. The contents of the full data files and data use documentation are identical across both sources.

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## Data use resources

This data collection protocol has the questions used to guide the document review of state statutes and policy documentation. The questions and documentation are used to collect data on these topics. Each question or response in the data collection protocol has a protocol number and variable name for the associated variable. Throughout the data collection protocol, the protocol numbers are listed first for each question or response, followed by the variable name that is depicted in red font within brackets. Appendix A provides a glossary of key terms.

Several additional data use resources are available to support users of the SCAN Policies Database:

- **Data user's guide:** The guide has detailed information about the data set, including the process used to collect and review the data, the scope of information included in the data set, and guidance on using the data, such as how to link the data with other data sources; and notes about specific topics. The data user's guide has two appendices. Appendix A provides a glossary of key terms. Appendix B summarizes the decisions made on the scope and variables to include in the SCAN Policies Database after a data quality assessment.
- **Codebook:** The codebook provides information about each variable in the data set, including variable names, labels, definitions, protocol number, variable type, and frequencies. The codebook has three appendices. Appendix A provides a glossary of key terms. Appendix B contains supplemental notes that are important for accurately interpreting and using the data. Appendix C is a comprehensive list of all state statutes and policy documentation sources used to collect data for the SCAN Policies Database for each state, District of Columbia, and Puerto Rico.

This data collection protocol, along with the other data use resources, can be found on the SCAN Policies Database website (<https://www.scanpoliciesdatabase.com/data-use-resources>) or the National Data Archive for Child Abuse and Neglect (NDACAN) (<https://www.ndacan.acf.hhs.gov/>).

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## Technical assistance

Users with general inquiries and those who access the SCAN Policies Database from the SCAN Policies Database website (<https://www.scanpoliciesdatabase.com>) who need technical assistance can submit a request to [SCANPoliciesDatabase@mathematica-mpr.com](mailto:SCANPoliciesDatabase@mathematica-mpr.com).

Other data users who access the SCAN Policies Database from NDACAN (<https://www.ndacan.acf.hhs.gov/>) can receive technical assistance by submitting a request to [NDACANSupport@cornell.edu](mailto:NDACANSupport@cornell.edu). NDACAN staff provide free user support for the data sets that

they distribute. They can address issues such as importing data to an analysis program, clarifying variable labels, or solving problems with the data as delivered. NDACAN staff cannot, however, replace the role of a statistical analyst or a faculty advisor. Before writing to NDACANsupport@cornell.edu for assistance with the data, please review the support resources provided on the User Support page of NDACAN's website (<https://www.ndacan.acf.hhs.gov/user-support/user-support.cfm>).

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## Scope

The scope of the SCAN Policies Database includes information about state definitions and policies related to child abuse and neglect for all 50 states, the District of Columbia, and the Commonwealth of Puerto Rico. This information represents data collected, reviewed, and verified between May 2019 and July 2020. The data reflect the state definitions and policies for the year 2019. The scope of the topics in the SCAN Policies Database includes states' definitions of child abuse and neglect as well as information about policies related to reporting, screening, and investigating child maltreatment. Key aspects of the child welfare systems' response and context are also included. These topics were included based on their relevance to help inform improved understanding of states' child maltreatment incidence and related risk and protective factors. Topics were selected based on input from research experts and stakeholders from federal, state, and local agencies and were informed by a pilot data collection and review process. Detailed information about the process is in the SCAN Policies Database Data User's Guide.

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## Content

The content in the SCAN Policies Database is organized by six domains. The codebook, data collection protocol, and data file are also organized by these domains. The protocol numbers begin with a letter prefix which identifies the domain for each variable. The six domains with the identifying protocol number prefix are listed below.

Domain	Question prefix
Definitions	D
Reporting	R
Screening	S
Investigation	I
Child welfare response	W
Child welfare system context	C

## State Identifying Information

For each state we provide the following information:

Field	Description
1 {State}	State abbreviation
2 {StateFIPS}	State Federal Information Processing Standard (FIPS) code
3 {RegionCode}	Census region code
4 {Verified}	State verified coding of information
5 {DocumentsConfirmed}	State confirmed documents reviewed
6 {Year}	State definitions and policies for calendar year

### Domain D: Definition of child maltreatment

D1. Does the state’s definition of child maltreatment include the following types of maltreatment (whether the type of maltreatment is specified in the definition or the definition includes the resulting harm or injuries)?

	Yes = 1	No = 0
D1_1 {Def_PhysicalAbuse} Physical abuse		
D1_2 {Def_Punishment} Excessive corporal punishment		
D1_3 {Def_SexAbuse} Sexual abuse		
D1_4 {Def_Emotional} Emotional maltreatment		
D1_5 {Def_Neglect} Neglect		
D1_6 {Def_InadequateClothing} Inadequate clothing		
D1_7 {Def_InadequateShelter} Inadequate shelter		
D1_8 {Def_Malnourishment} Malnourishment, inadequate food		
D1_9 {Def_MedicalNeglect} Medical neglect, inadequate medical care		
D1_10 {Def_FailuretoThrive} Failure-to-thrive		
D1_11 {Def_EducationalNeglect} Educational neglect		
D1_12 {Def_Abandonment} Abandonment		
D1_13 {Def_InjuriousEnvironment} Injurious environment, likelihood of harm to child’s health, physical well-being		
D1_14 {Def_DrugLab} Drug lab. Child present within structure where methamphetamine is being created		
D1_15 {Def_InadequateSupervision} Inadequate supervision failure to meet parent or caretaker responsibilities		
D1_16 {Def_DrugAlcMisuse} Drug or alcohol misuse. Parental drug or alcohol misuse causing harm to child		
D1_17 {Def_PrenatalExposure} Prenatal exposure to drugs or alcohol		
D1_18 {Def_IllicitSubstance} Illicit substance. Illegally providing a controlled substance to a child		
D1_19 {Def_HumanTrafficking} Human trafficking, involuntary servitude, sexual servitude		
D1_20 {Def_GenitalMutilation} Female genital mutilation		
D1_21 {Def_ShakenBaby} Shaken baby syndrome, abusive head trauma		
D1_22 {Def_FailureToProtect} Failure to protect. Failure to protect from harm		
D1_23 {Def_DV} Domestic violence. Exposure to domestic violence		
D1_24 {Def_FactitiousDisorder} Factitious disorder by proxy		
D1_25 {Def_InstitutionalAbuseNeglect} Institutional abuse/neglect		
D1_99 {Def_Other} Other definition		
D1_99_other {Def_OtherSpecify} Other – specify (open-text response)		

The following three open-text response variables indicate whether a subtype of maltreatment is considered part of the statutory definition for a broader category of child abuse, neglect, or other type of maltreatment.

D1\_26 {Def\_Subtype\_Abuse} Subtypes of maltreatment considered abuse

D1\_27 {Def\_Subtype\_Neglect} Subtypes of maltreatment considered neglect

D1\_28 {Def\_Subtype\_Other} Subtypes of maltreatment considered other than abuse or neglect

D2. Does the state's definition of maltreatment include actual harm and/or risk of maltreatment? (Check all that apply.)

D2\_1 {DefMal\_InflictHarm} Inflicts harm ..... 1

D2\_2 {DefMal\_RiskOfHarm} Imminent danger or substantial risk of harm ..... 2

D3. {DefMal\_Harm\_VaryByType} Does the state's definition of maltreatment of actual harm and risk of maltreatment vary by type of maltreatment?

No..... 0

Yes..... 1

[ASK IF 'YES' IN D3]

D3\_1 {DefMal\_Harm\_VaryByTypeSpecify} If the state's definition of maltreatment of actual harm and risk of maltreatment varies by type of maltreatment, please include a comment specifying this difference.

D4. What is the type of harm or injury specified in the state's definition of maltreatment? (Check all that apply.)

D4\_1 {DefHarm\_Physical} Physical harm, including death, bodily injury, and/or impairment of physical condition ..... 1

D4\_2 {DefHarm\_Emotional} Emotional harm, including impairment of mental or emotional condition ..... 2

D4\_3 {DefHarm\_Environment} Harmful environment or conditions ..... 3

D4\_4 {DefHarm\_NotSpecified} Type of harm or injury not specified ..... 4

D4\_99 {DefHarm\_Other} Other ..... 99

D4\_99\_other {DefHarm\_OtherSpecify} Other – specify (open-text response)

D5. {DefHarm\_VaryByType} Does the state's definition of maltreatment regarding the type of harm or injury vary by type of maltreatment?

No..... 0

Yes..... 1

[ASK IF 'YES' IN D5]

D5\_1 {DefHarm\_VaryByTypeSpecify} If the state's definition of maltreatment regarding the type of harm or injury varies by type of maltreatment, please include a comment specifying this difference.

D6. {DefPerp} Is type of perpetrator identified as part of the state's definition of child maltreatment?

No..... 0  
Yes ..... 1

[ASK IF 'YES' IN D6]

Identify types of perpetrators: (Check all that apply.)

D6\_1 {DefPerp\_Parent} Parent..... 1  
D6\_2 {DefPerp\_Guardian} Guardian ..... 2  
D6\_3 {DefPerp\_Caregiver} Caregiver/Caretaker ..... 3  
D6\_4 {DefPerp\_FamilyMember} Family member/Parent paramour..... 4  
D6\_5 {DefPerp\_HouseholdMember} Household member ..... 5  
D6\_6 {DefPerp\_PersonResponsible} Person responsible for child ..... 6  
D6\_7 {DefPerp\_AnyAdult} Any adult..... 7  
D6\_99 {DefPerp\_Other} Other type ..... 99  
D6\_99\_other {DefPerp\_OtherSpecify} Other – specify (open-text response)

[ASK IF 'YES' IN D6]

D7. {DefPerp\_VaryByType} Does the type of perpetrator identified as part of the state's definition of child maltreatment vary by type of maltreatment?

No..... 0  
Yes ..... 1

[ASK IF 'YES' IN D7]

D7\_1 {DefPerp\_VaryByTypeSpecify} Please specify how the identification of perpetrators in the state's definition varies by type of maltreatment.

D8. {DefAge} Is an age of the child specified as part of the definition?

No..... 0  
Yes ..... 1

[ASK IF 'YES' IN D8]

D8\_1 {DefAge\_Specify} Specify age at which definition applies:

Under age 18 .....	1
Under age 18 with variability under 18 .....	2
Under age 18 and up to 21 if in the care of the agency .....	3
Under age 18 with variability over 18 .....	4
Under age 18 with variability under 18 and over 18 .....	5
Under age 18 and up to 21 if in the care of the agency and variability over 18 .....	6
Under age 18 and up to 21 if in the care of the agency and variability under 18 .....	7
Under age 19.....	8

D9. {DefAge\_VaryByType} Does the age of the child specified as part of the definition vary by type of maltreatment?

No.....	0
Yes .....	1

[ASK IF 'YES' IN D9]

D9\_1 {DefAge\_VaryByTypeSpecify} If the state's definition of maltreatment regarding age of child varies by type of maltreatment, please include a comment specifying this difference.

D10. Does the definition of maltreatment exempt any of the following:

- D10\_1 {Exempt\_FinancialIssues} Financial inability to provide for a child
- D10\_2 {Exempt\_Discipline} Physical discipline as long as it is reasonable and causes no bodily injury to the child
- D10\_3 {Exempt\_SafeHaven} Newborn relinquished or abandoned in accordance with infant safe haven laws
- D10\_4 {Exempt\_SubstanceExposed} Newborn with positive test for controlled substance as a result of parent's medical treatment
- D10\_5 {Exempt\_Religious} Parent relies on spiritual or religious forms of medical treatment
- D10\_99 {Exempt\_Other} Other exemptions
- D10\_99\_other {Exempt\_Other} Other – specify (open-text response)



[ASK IF D10\_3 IS SELECTED]

What are the conditions regarding the safe haven exemption? (Check all that apply.)

- D10\_3\_1 {SafeHaven\_Location} Must leave child at specific safe haven locations or with a designated provider ..... 1
- D10\_3\_2 {SafeHaven\_Parent} Child must be left by parent or parent’s agent ..... 2
- D10\_3\_3 {SafeHaven\_Age} Child must be left by certain age..... 3
- D10\_3\_other {SafeHaven\_AgeSpecify} Specify age at which condition applies
  - 72 hours old or younger ..... 1
  - 7 days old or younger ..... 2
  - 10 days old or younger ..... 3
  - 14 days old or younger ..... 4
  - 21 days old or younger ..... 5
  - 28 days old or younger ..... 6
  - 30 days old or younger ..... 7
  - 31 days old or younger ..... 8
  - 45 days old or younger ..... 9
  - 60 days old or younger ..... 10
  - 90 days old or younger ..... 11
  - 1 year old or younger ..... 12
- D10\_3\_4 {SafeHaven\_NoIntentReturn} No intent to return for child..... 4
- D10\_3\_5 {SafeHaven\_ChildUnharmed} Child left unharmed ..... 5
- D10\_3\_99 {SafeHaven\_Other} Other ..... 99
- D10\_3\_99\_other {SafeHaven\_OtherSpecify} Other – specify (open-text response)

## Domain R: Laws or policies related to reporting child maltreatment

R1. **{CentralizedReporting}** Does the state have centralized reporting (one statewide hotline) for making reports of child maltreatment?

No..... 0  
 Yes ..... 1  
 Other ..... 99  
 R1\_99\_other **{CentralizedReporting\_Specify}** Other – specify (open-text response)

[ASK IF 'NO' IN R1]

R1\_2. **{DecentralizedReporting}** How is reporting decentralized?

Each county or region has its own reporting hotline ..... 1  
 Some counties or regions have own reporting hotline ..... 2  
 During some times of the day, counties or regions have their own reporting hotline ... 3  
 Other ..... 99  
 R1\_2\_99\_other **{DecentralizedReporting\_Specify}** Other – specify (open-text response)

R2. What is the standard (regarding knowledge or reasonable cause) for reporting child maltreatment? (Check all that apply.)

R2\_1 **{ReportStandard\_Known}** Known abuse and neglect ..... 1  
 R2\_2 **{ReportStandard\_ReasonCause}** Reasonable cause to believe a child was abused and neglected..... 2

R3. **{UniversalMandatedReporting}** Does the state have universal mandated reporting for all adults?

No..... 0  
 Yes ..... 1

[ASK IF 'NO' IN R3]

R3\_1. For each type of individual listed below, please identify those who are included in the state's definition of mandated reporter.

Types of mandated reporters specified in the state's laws or policies:

- R3\_1\_1 {Reporter\_FosterParent} Foster parents
- R3\_1\_2 {Reporter\_TeacherSchool} School teachers, administrators, or other staff
- R3\_1\_3 {Reporter\_BusDriver} School bus drivers or other transportation staff
- R3\_1\_4 {Reporter\_AfterSchool} Before/after school program staff
- R3\_1\_5 {Reporter\_ChildcareStaff} Child care staff
- R3\_1\_6 {Reporter\_CampStaff} Camp counselors, directors, or administrators
- R3\_1\_7 {Reporter\_Coach} Athletic coaches or staff
- R3\_1\_8 {Reporter\_MedicalDental} Medical or dental professionals
- R3\_1\_9 {Reporter\_SUDProvider} Substance use disorder treatment providers
- R3\_1\_10 {Reporter\_MHProf} Mental health, counselors, or other social service professionals
- R3\_1\_11 {Reporter\_Police} Police or other law enforcement
- R3\_1\_12 {Reporter\_EMTEmergency} Emergency medical technicians, firefighters, or other emergency personnel
- R3\_1\_13 {Reporter\_Judges} Judges
- R3\_1\_14 {Reporter\_DAAAttorneys} District attorneys or other attorneys
- R3\_1\_15 {Reporter\_GALCASA} Guardian ad litem or Court-appointed special advocates
- R3\_1\_16 {Reporter\_OtherCourt} Other court personnel
- R3\_1\_17 {Reporter\_ShelterStaff} Shelter staff
- R3\_1\_18 {Reporter\_Images} Those who work in fields processing or monitoring print, film, or computer images
- R3\_1\_19 {Reporter\_Clergy} Religious clergy
- R3\_1\_20 {Reporter\_Volunteer} Volunteers
- R3\_1\_21 {Reporter\_Other} Other type of mandated reporter
- R3\_1\_21\_other {Reporter\_OtherSpecify} Other – specify (open-text response)

R4. {ReporterTrainingReq} Is training required of any of the mandated reporters?

No.....	0
Yes, all mandated reporters .....	1
Yes, some mandated reporters .....	2
Unknown .....	88

[ASK IF 'YES, SOME MANDATED REPORTERS' IN R4]

R4\_1. Please identify which type of mandated reporters require training?

- R4\_1\_1 {ReporterTraining\_FosterParent} Foster parents
- R4\_1\_2 {ReporterTraining\_TeacherSchool} School teachers, administrators, or other staff
- R4\_1\_3 {ReporterTraining\_BusDriver} School bus drivers or other transportation staff
- R4\_1\_4 {ReporterTraining\_AfterSchool} Before/after school program staff
- R4\_1\_5 {ReporterTraining\_ChildcareStaff} Child care staff
- R4\_1\_6 {ReporterTraining\_CampStaff} Camp counselors, directors, or administrators
- R4\_1\_7 {ReporterTraining\_Coach} Athletic coaches or staff
- R4\_1\_8 {ReporterTraining\_MedicalDental} Medical or dental professionals
- R4\_1\_9 {ReporterTraining\_SUDProvider} Substance use disorder treatment providers
- R4\_1\_10 {ReporterTraining\_MHProf} Mental health, counselors, or other social service professionals
- R4\_1\_11 {ReporterTraining\_Police} Police or other law enforcement
- R4\_1\_12 {ReporterTraining\_EMTEmergency} Emergency medical technicians, firefighters, or other emergency personnel
- R4\_1\_13 {ReporterTraining\_Judges} Judges
- R4\_1\_14 {ReporterTraining\_DAAAttorneys} District attorneys or other attorneys
- R4\_1\_15 {ReporterTraining\_GALCASA} Guardian ad litem or Court-appointed special advocates
- R4\_1\_16 {ReporterTraining\_OtherCourt} Other court personnel
- R4\_1\_17 {Reporter\_ShelterStaff} Shelter staff
- R4\_1\_18 {ReporterTraining\_Images} Those who work in fields processing or monitoring print, film, or computer images
- R4\_1\_19 {ReporterTraining\_Clergy} Religious clergy
- R4\_1\_20 {ReporterTraining\_Volunteer} Volunteers
- R4\_1\_21 {ReporterTraining\_Other} Other type of mandated reporter
- R4\_1\_21\_other {ReporterTraining\_OtherSpecify} Other – specify (open-text response)

R5. {ReporterPenalty} Are there penalties for failure to report abuse and neglect?

- No..... 0
- Yes, all adults..... 1
- Yes, all mandated reporters ..... 2
- Yes, some mandated reporters ..... 3

[ASK IF 'YES, SOME MANDATED REPORTERS' IN R5]

R5\_1. Which mandated reporters are subject to penalties for failing to report child abuse and neglect?

- R5\_1\_1 {ReporterPenalty\_FosterParent} Foster parents
- R5\_1\_2 {ReporterPenalty\_TeacherSchool} School teachers, administrators, or other staff
- R5\_1\_3 {ReporterPenalty\_BusDriver} School bus drivers or other transportation staff
- R5\_1\_4 {ReporterPenalty\_AfterSchool} Before/after school program staff
- R5\_1\_5 {ReporterPenalty\_ChildcareStaff} Child care staff
- R5\_1\_6 {ReporterPenalty\_CampStaff} Camp counselors, directors, or administrators
- R5\_1\_7 {ReporterPenalty\_Coach} Athletic coaches or staff
- R5\_1\_8 {ReporterPenalty\_MedicalDental} Medical or dental professionals
- R5\_1\_9 {ReporterPenalty\_SUDProvider} Substance use disorder treatment providers
- R5\_1\_10 {ReporterPenalty\_MHProf} Mental health, counselors, or other social service professionals
- R5\_1\_11 {ReporterPenalty\_Police} Police or other law enforcement
- R5\_1\_12 {ReporterPenalty\_EMTEmergency} Emergency medical technicians, firefighters, or other emergency personnel
- R5\_1\_13 {ReporterPenalty\_Judges} Judges
- R5\_1\_14 {ReporterPenalty\_DAAAttorneys} District attorneys or other attorneys
- R5\_1\_15 {ReporterPenalty\_GALCASA} Guardian ad litem or Court-appointed special advocates
- R5\_1\_16 {ReporterPenalty\_OtherCourt} Other court personnel
- R5\_1\_17 {ReporterPenalty\_ShelterStaff} Shelter staff
- R5\_1\_18 {ReporterPenalty\_Images} Those who work in fields processing or monitoring print, film, or computer images
- R5\_1\_19 {ReporterPenalty\_Clergy} Religious clergy
- R5\_1\_20 {ReporterPenalty\_Volunteer} Volunteers
- R5\_1\_21 {ReporterPenalty\_Other} Other type of mandated reporter
- R5\_1\_21\_other {ReporterPenalty\_OtherSpecify} Other – specify (open-text response)

[ASK IF 'YES' IN R5]

R5\_2. What are the penalties for failure to report abuse and neglect? (Check all that apply.)

- R5\_2\_1 {Penalty\_Criminal} Criminal charges ..... 1
- R5\_2\_2 {Penalty\_Civil} Civil charges ..... 2
- R5\_2\_3 {Penalty\_Professional} Professional licensure suspended or revoked..... 3
- R5\_2\_99 {Penalty\_Other} Other ..... 99
- R5\_2\_99\_other {Penalty\_OtherSpecify} Other – specify (open-text response)

R6. <b>{FalseReportPenalty}</b> Are there penalties for false reporting of abuse and neglect?	
No .....	0
Yes .....	1
Unknown .....	88

[ASK IF 'YES' IN R6]

R6_1. What are the penalties for false reporting of abuse and neglect? (Check all that apply.)	
R6_1_1 <b>{FalseReportPenalty_Criminal}</b> Criminal charges.....	1
R6_1_2 <b>{FalseReportPenalty_Civil}</b> Civil charges .....	2
R6_1_3 <b>{FalseReportPenalty_Professional}</b> Professional licensure suspended or revoked .....	3
R6_1_99 <b>{FalseReportPenalty_Other}</b> Other.....	99
R6_1_99_other <b>{FalseReportPenalty_OtherSpecify}</b> Other – specify (open-text response)	
R6_1_88 <b>{FalseReportPenalty_Unknown}</b> Not specified or unknown [EXCLUSIVE] ...	88

R7. <b>{ReporterImmunity}</b> Is there immunity from criminal or civil penalties for reporters of suspected child abuse and neglect?	
No.....	0
Yes .....	1

R8. What information is requested at the time of report regarding the suspected child abuse and neglect? (Check all that apply.)	
R8_1 <b>{ReporterInfo_ChildIdentity}</b> Identifying information of child .....	1
R8_2 <b>{ReporterInfo_ChildLocationContact}</b> Location/contact information of child and family.....	2
R8_3 <b>{ReporterInfo_Maltreatment}</b> Information about type of suspected maltreatment .....	3
R8_4 <b>{ReporterInfo_MaltreatmentDate}</b> Information about date of suspected maltreatment .....	4
R8_5 <b>{ReporterInfo_Perpetrator}</b> Identifying information of alleged perpetrator(s).....	5
R8_6 <b>{ReporterInfo_Reporter}</b> Identifying and other information of reporter .....	6
R8_7 <b>{ReporterInfo_Parent}</b> Identifying information of child's parents, guardian, or caregiver/caretaker .....	7
R8_8 <b>{ReporterInfo_FamilyMember}</b> Identifying and other information of family/household members .....	8
R8_9 <b>{ReporterInfo_PriorMaltreatment}</b> Information known about ongoing or prior maltreatment of the child or child's siblings <b>{R8_9}</b> .....	9
R8_99 <b>{ReporterInfo_Other}</b> Other .....	99
R8_99_other <b>{ReporterInfo_OtherSpecify}</b> Other – specify (open-text response)	

R9. **{ReportAnonymous}** When making a report of suspected child abuse and neglect, can the reporter remain anonymous (reporter's name not required)?

Yes, all reporters (including mandated reporters) can remain anonymous..... 1

Sometimes, the general public can be anonymous (mandated reporters cannot remain anonymous) ..... 2

No, reporters (including mandated reporters) cannot be anonymous ..... 3

Unknown ..... 88

R10. **{TribalReport}** Are tribes involved in accepting reports of tribal cases? If yes, please specify tribe(s) if known.

No, tribes are not involved ..... 0

Yes, tribes accept reports ..... 1

Yes, collaboration of tribes with state/local public child welfare agency to accept reports ..... 2

Unknown ..... 88

[ASK IF R10= 1 or 2]

R10\_1 **{TribalReport\_Specify}** Specify tribes involved in accepting reports

## Domain S: Laws or policies related to screening reports of child maltreatment

S1. {CentralScreen} Does the state have a centralized screening unit (one statewide unit to screen all reports) for child maltreatment?

No..... 0  
Yes..... 1

[ASK IF 'NO' IN S1]

S1\_1. {DecentralScreen} How is screening decentralized?

Each county or region has its own screening unit ..... 1  
Some counties or regions have their own screening units ..... 2  
During certain times of the day, counties or regions have their own screening units.... 3

S2. What information is required to screen in a report of suspected child abuse or neglect? (Check all that apply.)

S2\_1 {ScreenInfo\_ChildName} Name, age, race or other identifying information of child ..... 1  
S2\_2 {ScreenInfo\_ChildAddr} Address, contact information or other locating information child..... 2  
S2\_3 {ScreenInfo\_MalType} Type and severity of suspected maltreatment..... 3  
S2\_4 {ScreenInfo\_MalDate} Date of suspected maltreatment..... 4  
S2\_5 {ScreenInfo\_Perp} Identify, relationship to child, and locating information of alleged perpetrator ..... 5  
S2\_99 {ScreenInfo\_Other} Other ..... 99  
S2\_99\_other {ScreenInfo\_OtherSpecify} Other – specify (open-text response)  
S2\_88 {ScreenInfo\_Unknown} Unknown [EXCLUSIVE]..... 88

S3. What decision process is used during screening? (Check all that apply.)

S3\_1 {ScreenProcess\_SupReview} Supervisory review..... 1  
S3\_2 {ScreenProcess\_Team} Team-based decision..... 2  
S3\_3 {ScreenProcess\_Individual} Individual staff/screener makes screening decision ..... 3  
S3\_99 {ScreenProcess\_Other} Other ..... 99  
S3\_99\_other {ScreenProcess\_OtherSpecify} Other – specify (open-text response)  
S3\_88 {ScreenProcess\_Unknown} Unknown [EXCLUSIVE]..... 88



[ASK FOR EACH ITEM CHECKED IN S3 EXCEPT 'UNKNOWN']

S3\_4. {S3\_4 (1,2,3,99)} For [FILL S3 ITEM], is this decision process required for all cases or only certain conditions or types of maltreatment?

Required for all cases ..... 1  
 Required only for certain cases..... 2

S4. {ScreenProcess\_Statewide} Is the decision process used for screening consistent statewide or does it vary locally?

Consistent statewide ..... 1  
 Varies locally ..... 2  
 Unknown ..... 88

S5. {ScreenRequired} Are certain activities or information required as part of the screening process?

No..... 0  
 Yes ..... 1  
 Unknown ..... 88

[ASK IF 'YES' IN S5, OTHERWISE SKIP TO S6]

S5\_1. What activities or information are required as part of screening? (Check all that apply.)

S5\_1\_1 {ScreenReq\_RiskAssess} Safety or risk assessment..... 1  
 S5\_1\_2 {ScreenReq\_PriorCPS} Review agency records for prior involvement with child protective services ..... 2  
 S5\_1\_99 {ScreenReq\_Other} Other ..... 99  
 S5\_1\_99\_other {ScreenReq\_OtherSpecify} Other – specify (open-text response)

[ASK FOR EACH ITEM CHECKED IN S5\_1]

S5\_2. {S5\_2\_(1, 2, 99)} For [FILL S5\_1 ITEM], is the screening activity or information required for all cases or only certain conditions or types of maltreatment?

Required for all cases ..... 1  
 Required only for certain cases..... 2  
 Unknown ..... 88

[ASK IF S5\_2 = 2]

S5\_2\_1\_1 {ScreenReq\_RiskAssessCase\_Specify} Specify what conditions or types of cases the screening activity or information is required?

[ASK IF S5\_1 = 1]

S5\_3. What types of safety or risk assessment tools or procedures are used as part of screening? (Check all that apply.)

S5_3_1 {ScreenRiskAssess_SDM} Structured Decision Making.....	1
S5_3_99 {ScreenRiskAssess_Other} Other .....	99
S5_3_99_other {ScreenRiskAssess_OtherSpecify} Other – specify (open-text response)	

S6. {ScreenInfo\_Statewide} Are the activities/information required for screening consistent statewide or does it vary locally?

Consistent statewide .....	1
Varies locally .....	2
S6_2_other {ScreenInfo_VaryLocalSpecify} Variation – specify (open-text response)	
Unknown .....	88

S7. Who conducts screening of reports of abuse and neglect? (Check all that apply.)

S7_1 {Screener_Caseworker} Case workers (frontline staff).....	1
S7_2 {Screener_Supervisor} Case managers (supervisors).....	2
S7_3 {Screener_SpecialUnit} Staff in specialized screening unit or roles .....	3
S7_99 {Screener_Other} Other .....	99
S7_99_other {Screener_OtherSpecify} Other – specify (open-text response)	

S8. What are the qualifications of the staff who screen reports of child abuse and neglect? (Check all that apply.)

S8_1 {ScreenerQual_Associate} Associate's degree .....	1
S8_2 {ScreenerQual_Bachelor} Bachelor's degree .....	2
S8_3 {ScreenerQual_Master} Master's degree .....	3
S8_4 {ScreenerQual_Training} Training for screening .....	4
S8_4_other {ScreenerQual_TrainingSpecify} Training – specify (open-text response)	
S8_5 {ScreenerQual_Experience} Experience .....	5
S8_5_other {ScreenerQual_ExperienceSpecify} Experience – specify (open-text response)	
S8_99 {ScreenerQual_Other} Other .....	99
S8_99_other {ScreenerQual_OtherSpecify} Other – specify (open-text response)	
S8_88 {ScreenerQual_Unknown} Unknown [EXCLUSIVE] .....	88

S9. {TribalScreen} Are tribes involved in the screening of tribal cases? If yes, specify tribe(s) if known.

- No, tribes are not involved ..... 0
- Yes, tribes conduct screening ..... 1
- Yes, collaboration of tribes with state/local public child welfare agency. .... 2
- Unknown ..... 88

[ASK IF S9 = 1 or 2]

s9\_1 {TribalScreen\_Specify} Specify tribes involved in screening

## Domain I: Laws or policies related to investigation of child maltreatment reports

- I1. {InvPenalty\_Criminal} Can child maltreatment investigations lead to criminal penalties?
- No..... 0  
Yes..... 1
- I2. {InvestigationReq} Are certain activities or information required as part of the investigation process?
- No..... 0  
Yes..... 1

[ASK IF 'YES' IN I2]

- I2\_1. What activities or information are required as part of the investigation? (Check all that apply.)
- I2\_1\_1 {InvestReq\_PriorCPS} Review agency records for prior involvement with child protective services ..... 1
- I2\_1\_2 {InvestReq\_HomeVisit} Visit to child's home ..... 2
- I2\_1\_3 {InvestReq\_Victim} Interview or observation of child victim ..... 3
- I2\_1\_4 {InvestReq\_OtherChild} Interview or observation of other children living in child's home ..... 4
- I2\_1\_5 {InvestReq\_RiskAssess} Risk or safety assessment ..... 5
- I2\_1\_6 {InvestReq\_HomeStudy} Evaluation of home environment or home study..... 6
- I2\_1\_7 {InvestReq\_Parent} Interviews with child's parents, caregivers, or other adults residing in child's home ..... 7
- I2\_1\_8 {InvestReq\_PerpCrim} Check of criminal records for perpetrator or other adults in home ..... 8
- I2\_1\_9 {InvestReq\_PerpPriorCPS} Check of child welfare agency records or central registry for prior child maltreatment allegations of perpetrator or other adults in home ..... 9
- I2\_1\_10 {InvestReq\_MedEval} Medical evaluation ..... 10
- I2\_1\_11 {InvestReq\_MHEval} Mental health evaluation ..... 11
- I2\_1\_12 {InvestReq\_PerpInterview} Interview alleged perpetrator ..... 12
- I2\_1\_13 {InvestReq\_Reporter} Interview reporter or collateral source ..... 13
- I2\_1\_99 {InvestReq\_Other} Other..... 99
- I2\_1\_99\_other {InvestReq\_OtherSpecify} Other – specify (open-text response)

[ASK FOR EACH ITEM CHECKED IN I2\_1]

I2\_2. **{I2\_2\_(1-13,99)}** Is the investigation activity or information required for all reports or only certain conditions or types of maltreatment?

Required for all reports.....	1
Required only for certain reports.....	2
Unknown .....	88

[ASK IF 'YES' IN I2\_2]

I2\_3 **{I2\_3\_(1-13,99)}** Specify what conditions or types of cases the investigation activity or information is required?

14. Who conducts investigations of reports? (Check all that apply.)

I4_1 <b>{InvestStaff_Caseworker}</b> Case workers (frontline staff).....	1
I4_2 <b>{InvestStaff_Supervisor}</b> Case managers (supervisors).....	2
I4_3 <b>{InvestStaff_SpecialUnit}</b> Staff in specialized investigations unit or roles .....	3
I4_4 <b>{InvestStaff_LawEnforcement}</b> Law enforcement .....	4
I4_99 <b>{InvestStaff_Other}</b> Other .....	99
I4_99_other <b>{InvestStaff_OtherSpecify}</b> Other – specify (open-text response)	

15. What are the qualifications of the staff who conduct investigations of reports? (Check all that apply.)

I5_1 <b>{InvestQual_Associate}</b> Associate's degree.....	1
I5_2 <b>{InvestQual_Bachelor}</b> Bachelor's degree .....	2
I5_3 <b>{InvestQual_Master}</b> Master's degree .....	3
I5_4 <b>{InvestQual_Training}</b> Training for conducting investigations .....	4
I5_4_other <b>{InvestQual_TrainingSpecify}</b> Training – specify (open-text response)	
I5_5 <b>{InvestQual_Experience}</b> Years of experience.....	5
I5_5_other <b>{InvestQual_ExperienceSpecify}</b> Experience – specify (open-text response)	
I5_99 <b>{InvestQual_Other}</b> Other.....	99
I5_99_other <b>{InvestQual_OtherSpecify}</b> Other – specify (open-text response)	
I5_88 <b>{InvestQual_Unknown}</b> Unknown [ <i>EXCLUSIVE</i> ] .....	88

16. **{EvidenceLevel}** What level of evidence is required for substantiation of child maltreatment (if report was founded, indicated, or confirmed)?

Preponderance of evidence .....	1
Credible or substantial evidence .....	2
Probable or reasonable cause .....	3
Unknown .....	88

## Domain W: Laws or policies related to child welfare response

W1. **{AlternativeResponse}** Does the state have differential or alternative response?

No.....	0
Yes—implemented statewide.....	1
Yes—implemented in specific counties or regions .....	2
W1_other <b>{AlternativeResponse _VaryLocalSpecify}</b> Local – specify (open-text response)	

[ASK IF W1=1 OR 2]

W1\_1. **{AltResp\_EligibilityMaltreatment}** Is eligibility for differential or alternative response limited to only certain types of maltreatment?

All types of maltreatment are eligible .....	0
Only certain types of maltreatment are eligible .....	1
Unknown .....	88

[Ask if W1\_1=1]

W1\_2. What types of alleged maltreatment are not eligible for differential or alternative response? (Check all that apply.)

W1_2_1 <b>{AltResp_Inelig_Fatality}</b> Cases involving child fatalities .....	1
W1_2_2 <b>{AltResp_Inelig_SubExposed}</b> Substance-exposed newborns .....	2
W1_2_3 <b>{AltResp_Inelig_PhysicalAbuse}</b> Physical abuse .....	3
W1_2_4 <b>{AltResp_Inelig_SexAbuse}</b> Sexual abuse .....	4
W1_2_5 <b>{AltResp_Inelig_Neglect}</b> Neglect.....	5
W1_2_6 <b>{AltResp_Inelig_Abandoned}</b> Abandoned infants.....	6
W1_2_99 <b>{AltResp_Inelig_Other}</b> Other .....	99
W1_2_99_other <b>{AltResp_Inelig_OtherSpecify}</b> Other – specify (open-text response)	

[ASK IF W1=1 OR 2]

W1\_3. **{AltResp\_EligibilityRisk}** Is eligibility for differential or alternative response informed by a risk determination?

No.....	0
Yes .....	1

[Ask if W1\_3 = 1]

W1\_4. {AltResp\_EligibilityRiskTool} Is a tool used to determine risk for eligibility for differential or alternative response?

No..... 0  
 Yes ..... 1  
 W1\_4\_other {AltResp\_EligibilityRiskToolSpec} Tool – specify (open-text response)  
 Unknown ..... 88

W1\_5. What risk level is eligible for differential or alternative response? (Check all that apply.)

W1\_5\_0 {AltResp\_EligibilityRisk\_No} No risk ..... 0  
 W1\_5\_1 {AltResp\_EligibilityRisk\_Low} Low risk ..... 1  
 W1\_5\_2 {AltResp\_EligibilityRisk\_Moderate} Moderate risk ..... 2  
 W1\_5\_99 {AltResp\_EligibilityRisk\_Other} Other ..... 99  
 W1\_5\_99\_other {AltResp\_EligibilityRiskOtherSpec} Other – specify (open-text response)  
 W1\_5\_88 {AltResp\_EligibilityRisk\_Unknown} Unknown ..... 88

[ASK IF W1=1 OR 2]

W1\_6. What other types of cases or conditions are eligible for referral to differential or alternative response? (Check all that apply.)

W1\_6\_1 {AltResp\_Eligibility\_NoSafetyCon} No immediate safety concerns ..... 1  
 W1\_6\_2 {AltResp\_Eligibility\_PriorReports} No or few prior reports of child abuse or neglect..... 2  
 W1\_6\_99 {AltResp\_Eligibility\_Other} Other ..... 99  
 W1\_6\_99\_other {AltResp\_Eligibility\_OtherSpecify} Other – specify (open-text response)

[ASK IF W1=1 OR 2]

W1\_7. Where in the process is the determination for referral to differential or alternative response? (Check all that apply.)

W1\_7\_1 {AltResp\_Process\_AtScreening} At time of screening to screen-out to differential response... ..... 1  
 W1\_7\_2 {AltResp\_Process\_AfterScreenIn} After a report is screened-in..... 2  
 W1\_7\_99 {AltResp\_Process\_Other} Other ..... 99  
 W1\_7\_99\_other {AltResp\_Process\_OtherSpecify} Other – specify (open-text response)

[ASK IF W1=1 OR 2]

W2. For cases engaged in differential or alternative response, are referrals provided to community services? (Check all that apply.)

- W2\_0 {AltResp\_ServiceReferral\_No} No [EXCLUSIVE]..... 0
- W2\_1 {AltResp\_ServiceReferral\_AllCases} Yes—for all cases ..... 1
- W2\_2 {AltResp\_ServiceReferral\_Interest} Yes—when families express an interest .... 2
- W2\_3 {AltResp\_ServiceReferral\_Risk} Yes—when there is a determination of risk..... 3
- W2\_4 {AltResp\_ServiceReferralOther} Yes—other ..... 4
- W2\_4\_other {AltResp\_ServiceReferralOtherSpec} Other – specify (open-text response)

W3. {InHome\_Unsubstantiated} Does the child welfare agency provide in-home services for unsubstantiated cases to address needs to maintain intact families?

- No..... 0
- Yes—implemented statewide..... 1
- Yes—implemented in specific counties or regions..... 2
- Unknown ..... 88

W4. {InHome\_PostReunification} Does the child welfare agency provide in-home services post reunification?

- No..... 0
- Yes—implemented statewide..... 1
- Yes—implemented in specific counties or regions..... 2
- Unknown ..... 88

W5. {TribalFoster} Are tribes involved in providing foster care for tribal cases? If yes, please specify tribe(s) if known.

- No, tribes do not provide foster care ..... 0
- Yes, tribes provide foster care ..... 1
- Unknown ..... 88

[ASK IF W5= 1 ]

W5\_1 {TribalFoster\_Specify} Specify tribes that provide foster care

W6. {ExtendedFosterCare} Does the state extend foster care for those older than 18 years old?

- No..... 0
- Yes ..... 1



[ASK IF W6 = 1]

W6\_1. {ExtendedFosterCare\_Age} To what age does the state child welfare agency allow youth to remain in extended foster care?

Age 21 .....	1
Other .....	99
W6_1_99_other {ExtendedFosterCare_Age_OtherSpec} Other – specify (open-text response)	

W7. {KinGuardianship} Does the state have kinship guardianship as a permanency option?

No.....	0
Yes.....	1

W8. {SubGuardianship} Does the state have subsidized guardianship?

No.....	0
Yes.....	1

W9. {SubKinGuardianship} Does the state have subsidized kinship guardianship?

No.....	0
Yes.....	1

W10. {SubAdoption} Does the state have subsidized adoption?

No.....	0
Yes.....	1

W11. Who conducts foster care case management? (Check all that apply.)

W11_1 {CaseManagement_State} State/county public agency staff .....	1
W11_2 {CaseManagement_Provider} Contracted provider staff .....	2
W11_1 {CaseManagement_Tribal} Tribal agency staff.....	3
W11_1 {CaseManagement_Unnknown} Unknown .....	88

W12. What are the required qualifications of foster care case managers? (Check all that apply.)

W12_1 {CaseManagerQual_Associate}	Associate's degree .....	1
W12_2 {CaseManagerQual_Bachelor}	Bachelor's degree .....	2
W12_3 {CaseManagerQual_Master}	Master's degree .....	3
W12_4 {CaseManagerQual_Training}	Training for case management.....	4
W12_4_other {CaseManagerQual_TrainingSpecify}	Training – specify (open-text response)	
W12_5 {CaseManagerQual_Experience}	Years of experience .....	5
W12_5_other {CaseManagerQual_ExperienceSpec}	Experience – specify (open-text response)	
W12_99 {CaseManagerQual_Other}	Other .....	99
W12_99_other {CaseManagerQual_ExperienceSpec}	Other – specify (open-text response)	
W12_88 {CaseManagerQual_Unknown}	Unknown .....	88

## Domain C: Context information regarding child welfare system

C1. **{CWSsystemAdmin}** Does the state operate a state-administered or county-administered child welfare system?

State-administered ..... 1

County-administered ..... 2

Hybrid (partially administered by the state and partially administered by the counties)..... 3

C2. **{ConsentDecree}** Does the state operate under a legal consent decree or other court-ordered monitoring?

No..... 0

Yes ..... 1

[ASK IF 'YES' IN C2]

C2\_1. **{ConsentDecree\_Specify}** Specify the name of the court case/consent decree.

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## **APPENDIX A**

### **Glossary of Key Terms**

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## Appendix A: Glossary of Key Terms

This glossary defines several key terms used in the SCAN Policies Database. The terms are organized alphabetically within each of the six topic domains, which reflect the organizational structure of the data file, codebook, and data collection protocol. This glossary is not an exhaustive list of all terms used in the database. Instead, it highlights several terms that may be unfamiliar to data users.

The SCAN Policies Database codebook (<https://www.scanpoliciesdatabase.com/data-use-resources>) also provides a resource for users to understand the definitions of specific variables. For more information about these or other child welfare terms, please refer to the glossary produced by the Child Welfare Information Gateway (<https://www.childwelfare.gov/glossary/>).

**Alternative or differential response:** An approach used by some child protection or child welfare agencies to provide different options to respond to reports of child abuse and neglect, other than an investigation to assess whether child maltreatment occurred. This response can be referred to as an alternative response, a differential response, or a dual-track or multiple-track response system. Different factors are used to determine eligibility for alternative or differential response. Such factors often include assessment of the level of risk for the child and the family's need for support services.

**Centralized reporting:** A child maltreatment reporting method, usually a hotline, designed to facilitate reporting to one entity that will accept reports of suspected child abuse and neglect from all locations across a state (see *reporting*).

**Consent decree:** A legal order that results from a lawsuit against the child welfare agency. Consent decrees often have requirements for the child welfare agency to implement corrective actions and monitor improvements related to the reason for the lawsuit.

**Factitious disorder by proxy:** A type of child maltreatment, also known as Munchausen by proxy or medical child abuse, that results when a parent or caretaker misrepresents information, simulates an illness, or seeks medical treatment for a child who is not really sick with the alleged illness.

**Failure to thrive:** A type of child maltreatment that is a medically diagnosed condition in which a child fails to develop physically. Also referred to as nonorganic failure to thrive. This condition is typically indicated by a child's weight, height, and motor development falling significantly below age-appropriate ranges with no medical or organic cause.

**Guardianship:** A legal permanency option granted by the court when the parental rights of the child are transferred to an adult nonparent to serve as the child's caretaker.

**In-home services:** Services provided to children and families who were reported for alleged child maltreatment and determined as needing supports to address the children's safety needs. The children are not in foster care or in the custody of the child welfare agency. These services can be provided to children who are able to remain at home, without needing out-of-home or foster care, or to children who have been reunified with their families and returned home from being in out-of-home or foster care. In-home services can be provided directly by the child welfare agency or by another service provider on behalf of a child welfare agency.

**Institutional abuse or neglect:** A type of child maltreatment that occurs while the child is in an institution, facility, or agency that is responsible for the child's welfare, such as foster care, out-of-home care, or any public or private residential home.

**Investigation:** A response by the child protection or child welfare agency that gathers information to determine whether the reported child maltreatment occurred. The investigation assesses whether child maltreatment occurred or whether the child is at risk of child maltreatment and results in a formal determination or disposition, such as whether or not the report of child maltreatment was substantiated (see *substantiation*).

**Kinship guardianship:** State laws and policies that allow for a family member, or "kin", to become the legal permanent guardian for a child who has been placed in out-of-home or foster care (see *guardianship*).

**Mandated reporting:** A state law requiring certain people to report known or suspected child abuse and neglect. Some states require all people to report child maltreatment (see *universal mandated reporting*), while other states identify specific professionals as mandated reporters (see *reporting*).

**Reporting:** The process in which a person who knows of or suspects child abuse or neglect notifies authorities, such as child protection or child welfare agencies, of the alleged child maltreatment and provides information that is known about the alleged child victim, perpetrator, and child maltreatment.

**Safe haven:** A policy where a parent can voluntarily relinquish a child, usually a newborn, to lawfully designated locations, such as hospitals, fire stations, or other safe settings. When a child is safely surrendered in this way, the parent is protected from criminal prosecution. The voluntary relinquishment of a child that follows the safe haven policy requirements may be exempt from the state's definitions of child maltreatment.

**Screening:** The process in which child protection or child welfare agency staff review information received from a report of child maltreatment to determine whether there is sufficient information to "screen-in" a report to pursue next steps, such as opening an investigation or referring the case for an alternative response. The screening process typically considers whether there is sufficient information about a variety of factors, including whether the report provides enough information to identify the alleged child victim and whether the alleged child maltreatment meets the state's definitions for child abuse or neglect.

**Shaken baby syndrome:** A type of child maltreatment that involves a serious head or brain injury resulting from violent shaking or impacting of the head of an infant or small child, which can result in death or permanent neurologic disability. Also known as abusive head trauma or shaking impact syndrome.

**State- and county-administered child welfare systems:** The framework for administration of child welfare services and programs, which can be administered at the state or county levels. State-administered systems are more centralized, while county-administered systems are decentralized and can have more variability across counties.

**Subsidized adoption:** State program that provides financial assistance or subsidies for caregivers to adopt children from foster care who have special needs.



**Subsidized guardianship:** State program that provides financial assistance or subsidies for caregivers who take legal guardianship of children (see *guardianship*).

**Substantiation:** A decision made at the conclusion of an investigation of a report of alleged child maltreatment, when there is sufficient and credible evidence that the child maltreatment occurred or that there is risk of child maltreatment. The term for a substantiated investigation decision can vary by jurisdiction. It can also be referred to as a founded, indicated, or confirmed report of child maltreatment (see *investigation*).

**Tribes:** The original or first inhabitants of North America and their communities, including Indigenous, First Nation, American Indian, Indian, Native American, Native, and Alaska Native communities. The project did not limit this definition to only federally recognized tribes, so it is inclusive of all tribes based on each states' definitions and policies.

**Universal mandated reporting:** A state law that requires all people, regardless of profession, to report known or suspected child maltreatment (see *reporting*).

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