

Suspected Child Abuse (SCA) District Case Referral and Case Management Process-2022

DHSP-Clinical Guidance & Nursing Unit (CG)/Data Information Systems receives referral through a positive (+) Laboratory result or Confidential Morbidity Report (CMR) on a child under the age of 12 years diagnosed with a reportable STD

- All referrals are entered into Casewatch, the database and case management system used by DHSP. DHSP-CG Nursing reviews the SCA case and provides recommendation as needed. Ensures case has been reported to DCFS and Case Number received & emails CW-PHN and District PHNS notifying of SCA case.
- DHSP-CG Nursing sends the referral form (termed) Suspected Child Abuse Worksheet (SCA) to District Public Health Nursing with information pertaining to the child. DHSP-CG Nursing ensures receipt of SCA Case (Priority 1) by the district of residence (DOR). Priority I cases are followed up on the day of report.

Suspected Child Abuse Worksheet (SCA) Arrives to Child's District of Residence (DOR)

District Public Health Nurse Supervisor (PHNS) reviews case and assigns case to the District Public Health Nurse (DPHN) using Casewatch.

DPHN receives and reviews SCA referral: DPHN assures that case has been reported to DCFS.

Child Abuse Reporting: To report child abuse, contact DCFS Child Protection Hotline 24 hours a day, 7 days a week by calling (800) 540-4000.

For Mandated Reporters: The Suspected Child Abuse Reporting (SCAR) System has been specifically created for [Mandated Reporters](#) to enable them to complete their written report online. If you have already made your verbal report to the Los Angeles County Child Protection Hotline and obtained a referral number, you can proceed to: "Create Suspected Child Abuse Report" at <https://mandreptla.org/>. The Referral Number that was issued to you must be activated by the Child Protection Hotline.

The DPHN:

- Makes home visit to inform family of SCA Report
- Counsels and educates family/ Informs family that help is available; makes referrals as indicated
- Assists family and child in receiving medical care/establishes appointments provide date, time, and location to family
- Explains need to examine others who may be infected and in need for treatment
- Assists in the coordination of care either in hospital or outpatient clinic/Establishes ongoing continuity of care.
- Public Health Investigation (PHI) referral may be requested if family non-compliant with SCA/HHC screening.
- Acts as liaison with DCFS Social Workers, DCFS PHNs, law enforcement agencies and families of the abused child
- Maintains documentation of child at risk using casewatch referral form & field notes.
- Remains active on the case until all epidemiology and medical care is complete and it is established that the child is under needed supervision.
- DPHN is available as a resource person to the family and agencies involved with the case
- Documents all finding in Casewatch, using the Suspected Child Abuse Worksheet (SCA) only. SCA Worksheet consists of information pertaining to 1) Demographic info, 2) Lab and testing sites for SCA index, 3) household contacts, 4) test of cure, treatment, 5) field note documentation, 6) agencies also working case (SCAN, DCFS, Police)

The DPHN:

- Ensures completeness of the SCA Worksheet i.e. (patient has received treatment; household contacts screened and referred for treatment as needed; child is in a healthy, supportive family and safe home environment, or in foster care placement by DCFS).
- Completes SCA Worksheet with necessary information and appropriate field note documentation. Submits completed case to PHNS for Level I closure review.

The District PHNS:

- Reviews case for completeness of the SCA Worksheet and approves case or rejects case. Cases may be returned for additional follow up by PHN. Submits approved Level I cases to DHSP-CG for final Level II closure review.

The DHSP-CG-PHN:

- Performs Level II review on SCA case ensuring completeness of SCA Worksheet/documentation. A case not meeting closure criteria is re-routed back to DOR.

DPHN Makes referrals to CCS/STD Clinic to test (SCA) Household Contacts (HSC's) for STDs

The CCS/STD MD:

- DPHN makes referrals to CCS/STD Clinic to test (SCA) Household Contacts for STDs (**only HSC's must be tested-DCFS, SW may request courtesy Non/HSC-testing**)
- Provides **Regular STD Check-Up for HHC's** per CA STD Screening Recommendations, 2021 on all identified HSC. (Note: Forensic exams/tests not performed at CCS)
- HSC screening for Children <12 y/o be performed at HUB
- MD treat HSC which test + for STDs receive CDC. STD Treatment per guideline.
- MD provides follow-up/follow up visit
- MD Counsels and educates family
- MD communicates findings with DPHN providing case management Services to SCA client.
- Mandated Reporters must report + STD, Sexual assault, or sexual exploitation in anyone under 18 years of age. Please see Child Abuse Reporting above for additional instructions.