

BUTLER COUNTY CHILDREN SERVICES

POLICY NO.: 4.27	SUBJECT: DEATH OF A CHILD IN CUSTODY
	EFFECTIVE DATE: 1/27/04
	REVISION DATE: 1/9/07, 4/08, 10/09
	REVIEW DATE: 3/22/05, 1/9/07, 4/08, 10/09

PURPOSE: To ensure all parties are notified and the agency complies with all applicable laws in the event of the death of a child.

POLICY:

4.27 Butler County Children Services will ensure that in the event of the death of a child in custody that all parties are notified and the agency will comply with all applicable laws. Butler County Children Services will assist families with funeral arrangements and financial assistance when appropriate.

PROCEDURE:

1. For a child in the Temporary Custody or PPLA of the Butler County Children Services, the agency shall contact the parent, guardian, or custodian upon the agency's knowledge of the child's death.
2. For a child in the Permanent Custody of the Butler County Children Services, the worker shall immediately staff the case with the supervisor to determine the notification of the parent, guardian, or custodian.
3. The agency shall notify the Juvenile Court, the Law Enforcement Agency with jurisdiction and the Guardian Ad Litem upon its knowledge of the child's death.
4. The worker shall refer to policy 16.1 Child Fatality Review to request a Review be conducted by the QA unit. The JFS 01987 "Child Fatality Report Face Sheet" will be completed by the Department Director.
5. For those children in Permanent Custody and PPLA, the Butler County Children Services shall be responsible for funeral arrangements, including exploring all available financial resources for funeral expenses.
6. For those children in Temporary Custody, the Butler County Children Services shall assist the family in planning funeral arrangements if so requested. The agency has entered into an agreement with a local funeral home for services and cemetery plots.

The agency will assist the family financially if the family agrees to the use of the local funeral home and cemetery plots. The agency at its' discretion, may assist a family financially with other arrangements of their choice.

7. When the death of a child is the result of suspected child abuse or neglect, the Butler County Children Services shall follow procedures set forth in the "County Memorandum of Understanding".
8. The Executive Director and all agency staff shall be governed by and comply with all aspects of O.R.C. § 5153.17.1 — 5153.17.2 and other applicable laws, regulations and policies as it applies to any requests from the media or other persons as to the circumstances surrounding the death of a child in the custody of BCCS.
9. Documentation of the above notifications shall be maintained in the child's case record.

Approval Date: 12/4/09

A handwritten signature in black ink, appearing to read "Jeff Centers", written over a horizontal line.

Jeff Centers, Executive Director