

# CAPTA STATE GRANT PROGRAM

New Mexico State Plan  
Children, Youth & Families Department  
Protective Services  
June 30, 2014  
*Revised August 29, 2014*



# CAPTA STATE GRANT PROGRAM

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# CAPTA STATE PROGRAM

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## NEW MEXICO STATE PLAN

### CHILDREN, YOUTH & FAMILIES DEPARTMENT PROTECTIVE SERVICES DIVISION

The Protective Services Division (PSD) is the division within the Children, Youth and Families Department (CYFD) responsible for administering the Child Abuse Prevention and Treatment Act (CAPTA) plan that remains in effect for the duration of the State's participation in the CAPTA grant program. The CAPTA plan shares many of the same goals and objectives found within the New Mexico Child and Family Services Plan.

The Protective Services Division (PSD) is one of three service areas that make up the New Mexico Children, Youth and Families Department (CYFD), along with Early Childhood Services, Juvenile Justice Service and Behavioral Health Services.

CYFD consists of four service divisions:

- Protective Services Division
- Early Childhood Services
- Juvenile Justice Services
- Behavioral Health

CYFD Administrative Services supports all the service areas and includes Budget & Revenue, Financial Management, Employee Support Services, and Information Technology Services. The Office of the Cabinet Secretary includes the General Counsel's Office, the Inspector General's Office, the Constituent Affairs Director, the Native American Liaison, and the Director of Legislative and Community Affairs..

PSD is the division within the CYFD designated to administer the Stephanie Tubbs Jones Child Welfare Services Program (Title IV-B subpart 1), the Promoting Safe and Stable Families (PSSF) Program (Title IV-B subpart 2), Child Abuse Prevention and Treatment Act (CAPTA), Title IV-E, the Chafee Foster Care Independence Program and Education and Training Voucher Program, and Domestic Violence Services. As such, PSD is responsible for all child welfare services for children and families in New Mexico. PSD is mandated, in accordance with the New Mexico Children's Code, Section 32A-4 *et. seq.*, NMSA 1978, to receive and investigate reports of children in need of protection from abuse and neglect by their parent, guardian or custodian, and to take action to protect those children whose safety cannot be assured in the home. In addition, PSD is committed to assuring the safety and well-being of the children in its custody and to providing permanency in a timely manner.

PSD provides child protective services and other child welfare services throughout the state of New Mexico. Administration of the child welfare program is centralized, with direct services offered through county offices located within five designated regions. County Office Managers report to five Regional Managers who, in turn, report to a Field Deputy Director. An Administrative Deputy manages the centralized functions of the Policy, Training and Federal Reporting Bureau, Community Services Bureau and the PSD Financial Unit. A Program Deputy Director manages the Research, Assessment and Data Bureau, Foster Care and Adoption Bureau, Youth Services and Chafee/ETV Bureau, Family and Support Services Bureau and the Constituent Ombudsperson. PSD has in-house Children's Court Attorneys, located throughout the state and managed by Regional Attorney Managers under the Chief Children's Court Attorney.

## **PROGRAM AREAS DESCRIBED IN CAPTA AND PROPOSED FUNDING USE**

In accordance with section 106(b)(1)(A) of CAPTA, the State plan must specify which of the following program areas described in section 106(a) it will address with the grant funds in order to improve the child protective services system of the State. New Mexico has elected to address the following program areas:

Program Area 1: the intake, assessment, screening, and investigation of reports of child abuse or neglect;

Program Area 2:

- creating and improving the use of multidisciplinary teams and interagency, intra-agency, interstate, and intrastate protocols to enhance investigations; and
- improving legal preparation and representation, including—
  - procedures for appealing and responding to appeals of substantiated reports of child abuse or neglect; and
  - provisions for the appointment of an individual appointed to represent a child in judicial proceedings;

Program Area 3: case management, including ongoing case monitoring, and delivery of services and treatment provided to children and their families;

Program Area 4: enhancing the general child protective services system by developing, improving and implementing risk and safety assessment tools and protocols, including the use of differential response;

Program Area 5: developing and updating systems of technology that support the program and tracking of child abuse and neglect from intake through final disposition and allow interstate and interstate information exchange;

Program Area 6: developing, strengthening, and facilitating training including:

- training regarding research-based strategies, including the use of differential response, to promote collaboration with the families;
- training regarding the legal duties of such individuals;
- personal safety training for case workers; and
- training in early childhood, child and adolescent development;

Program Area 7: improving the skills, qualifications, and availability of individuals providing services to children and families, and the supervisors of such individuals, through the child protection system, including improvements in the recruitment and retention of caseworkers;

Program Area 8: developing, facilitating the use of, and implementing research-based strategies and training protocols for individuals mandated to report child abuse and neglect;

Program Area 10: developing and delivering information to improve public education relating the role and responsibilities of the child protection system and the nature and basis for reporting suspected incidents of child abuse and neglect, including the use of differential response;

Program Area 14: developing and implementing procedures for collaboration among child protective services, domestic violence services, and other agencies in:

- investigations, interventions, and the delivery of services and treatment provided to children and families, including the use of differential response, where appropriate; and
- the provision of services that assist children exposed to domestic violence, and that also support the caregiving role of their non-abusing parents.

## CHANGES FROM THE PREVIOUSLY APPROVED CAPTA STATE PLAN

There are no significant changes from the previously approved plan. The table below provides specific information on the activities, services and training planned under the grant for the coming year.

## DESCRIPTION OF ACTIVITIES, SERVICES AND TRAINING UNDER THE GRANT

PSD coordinates programs and funding streams to provide for a comprehensive approach to service delivery. Activities, services and training supported with CAPTA grant funding are identified below. The following table outlines that status of the activities that New Mexico carried out with its CAPTA State Grant funds in the previous year, as well as activities intended to be carried out in the upcoming year. It is anticipated that these activities will be accomplished in conjunction with other components of New Mexico Child and Family Service Plan, the New Mexico Piñon Project and the Diligent Recruitment Grant. Amendments and modifications to the CAPTA activities will be captured in the annual update of the CAPTA plan.

Activity/Service/Training	2014 Status	Corresponding CAPTA Program Area
Continued support for maintenance of FACTS, the system used by PSD to track reports of child abuse and neglect from intake through final disposition and allows interstate and intrastate information exchange.	Ongoing: PSD anticipates use of funds in 2014-2015 to support maintenance of FACTS and anticipates moving toward a web based system by 2018.	Program Area 5
Maintain agency ability to conduct analysis of SACWIS and NYTD data to enhance agency's ability to use data to support decision making.	Ongoing: PSD procured the ability to expand FACTS functionality through the use of Results Oriented Management (ROM). ROM has the ability to use data already captured in FACTS to provide performance information to supervisors and managers in an easy to use and flexible format	Program Areas 3 and 5
Develop recruitment videos in order to attract wider pool of applicants for CPS positions.	Currently in development. PSD has developed a script and anticipates completing videos by the end of June 2014.	Program Area 7
Support attendance and participation in the New Mexico's Children's Law Institute (CLI).	Supported attendance and participation of PSD staff (CPS workers and children's court attorneys) at the annual conference held in January 2014. Will continue to support attendance and participation at the January 2015 institute and annual CLI thereafter.	Program Areas 6 and 7

Activity/Service/Training	2014 Status	Corresponding CAPTA Program Area
Develop and implement public education and awareness campaign for targeted audiences to increase knowledge of New Mexico's child protective services system and improve reporting.	Completed an e-learning on detecting and reporting child abuse and neglect for public school personnel. PSD, in collaboration with New Mexico State University, plans to develop an e-learning for mandated reporters, which will include medical providers, available through the CYFD website.	Program Areas 1, 8 and 10
Collaborate with health care providers emphasizing the need to notify child protective services system of the infants born with and identified as affected by illegal substance abuse or withdrawal symptoms resulting from prenatal drug exposure, or a Fetal Alcohol Spectrum Disorder.	On-going: The PSD Medical Director in collaboration with the Child Abuse Response Team located at University of New Mexico continue to address infants affected by illegal substance abuse or withdrawal symptoms resulting from prenatal drug exposure, or Fetal Alcohol Spectrum Disorder.	Program Areas 1, 8 and 10
Enhance the skills of workers to meet the needs of children age 0-5 years old.	Circle of Security training will continued to be offered in 2014-2015.	Program Area 6
Continue to support the DV Unit as part of Protective Services Division.	The Domestic Violence Unit continues to be a part of the Protective Services Division under the Family and Support Services Bureau. The DV Unit continues to work collaboratively with two Domestic Violence Coalitions within the state to ensure quality services are provided to victims of domestic violence and their children.	Program Area 14
Continue implementation and integration efforts on safety management model.	On-going: PSD continues to partner with NRCCPS in reviewing the consistency, fidelity and enhancement of New Mexico's Safety Assessment tool.	Program Areas 1, 3 and 4
Partner with New Mexico State University to develop training and technical assistance for the purpose supporting community efforts to develop Multi-Disciplinary Teams (MDTs).	PSD is currently supporting Family Advocacy Centers in two counties. PSD is moving staff in Bernalillo County, and developing a Child Advocacy Center for Valencia. Working with Casey Family Program in looking at different models across the country.	Program Area 2

## **DESCRIPTION OF SERVICES, TRAINING AND POLICIES AND PROCEDURES**

### **SERVICES**

CYFD provides the following services to individuals, families or communities either directly or through referrals aimed at preventing the occurrence of child abuse and neglect. Services listed are not funded through the CAPTA grant of award.

- Information and referral services through PSD Statewide Centralized Intake (SCI) services. Services are available 24 hours a day, 7 days a week.
- CYFD Family Nutrition Bureau administers a statewide Child and Adult Food and Summer Food programs that provides nutritional meals for children and adults and nutrition education training for childcare providers and families.
- CYFD Early Care Services is committed to building and maintaining a quality childcare system and to assuring that children from low income families have equitable access to high quality programs.
- CYFD provides an array of behavioral health services for children and youth in partnership with the state's Behavioral Health Purchasing Collaborative.
- PSD Domestic Violence Unit within the Family and Support Services Bureau oversees the Family Violence Services Prevention Act which provides such services as education, shelter and support services.
- PSD, through the Safe and Stable Families program provides services and supports to families who have accepted children for foster care or adopted children.
- PSD through the Child Abuse Prevention and Treatment Act Title II program has funded services for community based child abuse prevention programs targeted at children aged 0-5 years old.
- New Mexico's home visiting program partners visitors with families to promote child development and confident parenting by supporting the relationship among family, home visitor and the community. Home visiting programs provide parents with support to enhance the parent-child relationship.
- The Children's Trust Fund provides funding for a variety of community based child abuse and neglect prevention programs across the state.

### **TRAINING**

PSD provides the following training to support direct line and supervisory personnel in report taking, screening, assessment, decision making, and referral for investigating suspected instances of child abuse and neglect:

- CYFD PSD Statewide Central Intake (SCI) staff participate in mandatory Foundations of Practice offered through the Academy for Training and Professional Development. Training includes but is not limited to topics on interviewing, identifying child abuse and neglect, decision making, and relevant New Mexico statutes on reporting child abuse and neglect.
- PSD SCI workers also receive on the job training and ongoing supervision.

CYFD PSD provides the following training to individuals who are required to report cases of child abuse and neglect:

- PSD provides training to community members including but not limited to: school personnel, early childhood education providers funded Part C of IDEA, law enforcement, behavioral health and community providers, and the medical community. Training is provided by SCI staff as well as staff from the local county offices. An e-learning has been completed for school personnel on detecting and reporting child abuse and neglect.

**POLICIES AND PROCEDURES CROSSWALK**

All Protective Services policies and procedures, and state statutes are available upon request.

Reporting of known or suspected child abuse and neglect, including a State law for mandatory for reporting.	<ul style="list-style-type: none"> <li>• NMSA 1978 Section 32A-4-3 A</li> </ul>
Reporting and addressing the needs of infants born with and identified as being affected by illegal substance abuse or withdrawal symptoms resulting from prenatal drug exposure, or a Fetal Alcohol Spectrum Disorder, including a requirement that health care providers involved in the delivery or care of such infants notify the child protective services system.	<ul style="list-style-type: none"> <li>• NMSA 1978 Section 32A-4-3 A</li> <li>• PS Intake Procedures PR 8</li> </ul>
Procedures, including the use of differential response, for the appropriate referral of a child not at risk of imminent harm to a community organization or voluntary preventive service.	<ul style="list-style-type: none"> <li>• In-Home Services Policy, 8.10.6 NMAC</li> <li>• In-Home Services Procedures</li> <li>• NM does not provide Differential Response</li> </ul>
Procedures for immediate steps to be taken to ensure and protect the safety of a victim of child abuse or neglect and of any other child under the same care who may also be in danger of child abuse or neglect and ensuring their placement in a safe environment.	<ul style="list-style-type: none"> <li>• Permanency Planning Policy, 8.10.8.11 NMAC</li> <li>• Permanency Planning Procedure, PR 11</li> </ul>
Provisions for immunity from prosecution under State and local laws for individuals making good faith reports of suspected or known instances of child abuse or neglect.	<ul style="list-style-type: none"> <li>• NMSA 1978 Section 32A-4-5 B</li> </ul>
Methods to preserve the confidentiality of all records in order to protect the rights of the child and of the child’s parents or guardians.	<ul style="list-style-type: none"> <li>• NMSA 1978 Section 32A-4-33</li> <li>• PS General Policies, 8.8.2.15 NMAC</li> <li>• PS General Procedures. PR 15</li> </ul>
Provisions to require a State to disclose confidential information to any Federal, State, or local government entity that has a need for such information in order to carry out its responsibilities under law to protect children from child abuse and neglect.	<ul style="list-style-type: none"> <li>• NMSA 1978 Section 32A-4-33 B</li> </ul>
Provisions which allow for public disclosure of the findings or information about the case of child abuse or neglect which has resulted in a child fatality or near fatality.	<ul style="list-style-type: none"> <li>• NMSA 1978 Section 32A-4-33.1</li> </ul>
The cooperation of State law enforcement officials, court of competent jurisdiction, and appropriate State agencies providing human services in the investigation, assessment, prosecution, and treatment of child abuse and neglect.	<ul style="list-style-type: none"> <li>• NMSA 1978, “Abuse and Neglect Act,” Sections 32A-4-1 through 32A-4-34</li> <li>• PS Investigation, 8.10.3 NMAC</li> <li>• PS Investigation Procedures</li> <li>• Permanency Planning, 8.10.8 NMAC</li> <li>• Permanency Planning Procedures</li> </ul>
Provisions and procedures requiring that in every case involving a victim of child abuse or neglect which results in a judicial proceeding, a guardian ad litem who has received training appropriate to the role, including training in early childhood, child, and adolescent development, and who may be an attorney or a court appointed special advocate who has received training appropriate to that role, shall be appointed to represent the child in such proceedings.	<ul style="list-style-type: none"> <li>• NMSA 1978 Section 32A-1-7</li> </ul>



The establishment of citizen review panels.	<ul style="list-style-type: none"> <li>• NMSA 1978, “Citizen Substitute Care Act,” Section 32A-8-1 through 32A-8-7</li> </ul>
Provisions, procedures, and mechanisms for the expedited termination of parental rights in the case of any infant determined to be abandoned under State law; and by which individuals who disagree with an official finding of child abuse or neglect can appeal such finding.	<ul style="list-style-type: none"> <li>• NMSA 1978 Section 32A-4-29</li> </ul>
Provisions, procedures, and mechanisms that assure that the State does not require reunification of a surviving child with a parent who has been found by a court of competent jurisdiction: <ul style="list-style-type: none"> <li>• to have committed murder (which would have been an offense under section 1111(a) of title 18 if the offense had occurred in the special maritime or territorial jurisdiction of the United States) of another child of such parent;</li> <li>• to have committed voluntary manslaughter (which would have been an offense under section 1112(a) of title 18 if the offense had occurred in the special maritime or territorial jurisdiction of the United States) of another child of such parent;</li> <li>• to have aided or abetted, attempted, conspired, or solicited to commit such murder or voluntary manslaughter;</li> <li>• to have committed a felony assault that results in the serious bodily injury to the surviving child or another child of such parent;</li> <li>• to have committed sexual abuse against the surviving child or another child of such parent; or</li> <li>• to be required to register with a sex offender registry under section 113(a) of the Adam Walsh Child Protection and Safety Act of 2006 (42 U.S.C. 16913(a)).</li> </ul>	<ul style="list-style-type: none"> <li>• NMSA 1978 Section 32A-4-2 C</li> <li>• Permanency Planning Procedures, PR 8</li> </ul>
Provisions and procedures to require that a representative of the child protective services agency shall, at the initial time of contact with the individual subject to a child abuse or neglect investigation, advise the individual of the complaints or allegations made against the individual, in a manner that is consistent with laws protecting the rights of the informant.	<ul style="list-style-type: none"> <li>• PS Investigation, 8.10.3.12 NMAC</li> <li>• PS Investigation Procedures, PR 12</li> </ul>
Provisions and procedures for improving the training, retention, and supervision of caseworkers.	<ul style="list-style-type: none"> <li>• PS General Policies, 8.8.2.21 NMAC</li> <li>• PS General Procedures, PR 21</li> </ul>
Provisions and procedures for referral of a child under the age of 3 who is involved in a substantiated case of child abuse or neglect to early intervention services funded under part C of the Individuals with Disabilities Education Act (20 U.S.C. 1431 et seq.).	<ul style="list-style-type: none"> <li>• PS Investigation Procedures, PR 18</li> </ul>
Provisions and procedures for requiring criminal background checks that meet the requirements of section 471(a)(20) of the Social Security Act (42 U.S.C. 671(a)(20) for prospective foster and adoptive parents and other adult relatives and non-relatives residing in the household.	<ul style="list-style-type: none"> <li>• Licensing Requirements for Foster and Adoptive Homes, 8.26.4.10 NMAC</li> <li>• Licensing Requirements for Foster and Adoptive Homes Procedures, PR 21</li> </ul>
Provisions for systems of technology that support the State child protective service system track reports of child abuse and neglect from intake through final disposition	<ul style="list-style-type: none"> <li>• PS General Policies, 8.8.2.14 NMAC</li> <li>• PS General Procedures, PR 14</li> </ul>

## CHILD FATALITIES AND NEAR FATALITIES

### CHILD FATALITIES

In 2014, the number of deaths resulting from child abuse or neglect was seven deaths. Six were substantiated child deaths were reported in the NCANDS child file and one additional child death not known to CYFD was reported in the NCANDS agency file. The additional death was identified through review of Office of the Medical Investigator data. Data was gathered for the NCANDS child file through New Mexico's SACWIS system; additional data was obtained regarding the NCANDS agency file was obtained through the New Mexico Office of the Medical Investigator.

New Mexico State statute, 32A-4-33.1, "Records Release When A Child Dies," outlines CYFD's responsibility for publically disclosing a child fatality when there is reasonable suspicion the fatality was caused by abuse or neglect.

32A-4-33.1 NMSA 1978 states:

- A. After learning that a child fatality has occurred and that there is reasonable suspicion that the fatality was caused by abuse or neglect, the department shall, upon written request to the secretary of the department, release the following information, if in the department's possession, within five business days:
  - (1) the age and gender of the child;
  - (2) the date of death;
  - (3) whether the child was in foster care or in the home of the child's parent or guardian at the time of death; and
  - (4) whether an investigation is being conducted by the department.
- B. If an investigation is being conducted by the department, then a request for further information beyond that listed in Subsection A of this section shall be answered with a statement that a report is under investigation.
- C. Upon completion of a child abuse or neglect investigation into a child's death, if it is determined that abuse or neglect caused the child's death, the following documents shall be released upon request:
  - (1) a summary of the department's investigation;
  - (2) a law enforcement investigation report, if in the department's possession; and
  - (3) a medical examiner's report, if in the department's possession.
- D. Prior to releasing any document pursuant to Subsection C of this section, the department shall consult with the district attorney and shall redact:
  - (1) information that would, in the opinion of the district attorney, jeopardize a criminal investigation or proceeding;
  - (2) identifying information related to a reporting party or any other party providing information; and
  - (3) information that is privileged, confidential or not subject to disclosure pursuant to any other state or federal law.
- E. Once documents pursuant to this section have been released by the department, the department may comment on the case within the scope of the release.
- F. Information released by the department consistent with the requirements of this section does not require prior notice to any other individual.
- G. Nothing in this section shall be construed as requiring the department to obtain documents not in the abuse and neglect case file.

- H. A person disclosing abuse and neglect case file information as required by this section shall not be subject to suit in civil or criminal proceedings for complying with the requirements of this section.

CYFD PSD has members on four of the five panels of the New Mexico Child Fatality Review (NMCFR) which was established in 1998 to examine the circumstances that contribute to the deaths of infants, children and youth in New Mexico. NMCFR brings together a multidisciplinary teams of experts from professional and community agencies to systematically evaluate information on child death events and identify risk factors in these deaths. NMCFR focuses on systems changes that lead to greater collaborative efforts and improvements in child health and safety. Cases are grouped by the type of death events and reviewed accordingly by the following panels: deaths from accidents other than transportation, including SUID (Sudden Unexpected Infant Deaths); child abuse and neglect (child maltreatment); homicide; suicide; and transportation. The NMCFR releases an annual report that is posted to the New Mexico Department of Health public website. Case identifying information surrounding child fatalities is confidential.

### **CHILD NEAR FATALITIES**

New Mexico is in the process of developing policy and procedure around the review and disclosure of child “near fatalities.” At this time, “near fatalities” are not part of New Mexico State statute, 32A-4-33.1, “Records Release When a Child Dies” as mentioned above. It will be recommended to the Children’s Code planning committee that this requirement be added to the State statute.

In the meantime, PSD has developed a protocol system to report “serious injury,” which can be construed as a near fatality, to the CYFD Secretary and Chief of Staff, as well as PSD Executive Management. All public response to the any child fatality or serious injury is handled by the CYFD Public Information Office.

## **NOTIFICATION REGARDING SUBSTANTIVE CHANGES TO STATE LAW**

There were no amendments to the New Mexico Children’s Code made in the 2014 New Mexico Legislative Session; therefore there have been no substantive changes to New Mexico state law.

## **CITIZEN REVIEW PANELS**

The NM Citizen Review Board, a project of the New Mexico Child Advocacy Networks has over 180 volunteers staffing 39 local review boards across the state. The director of the NM Citizen Review Board reports that a few volunteers have disclosed prior child abuse history. The Board is also currently engaged in efforts to work with CYFD’s foster care youth advocacy board to formalize a relationship to provide for active participation on the boards by youth. The NM Citizen Review Board is an independent project legislatively created by the State of New Mexico with a two part mandate:

1. To review the cases of children in the custody of the state and make recommendations to the Judge who presides over the case; and
2. To make recommendations to the NM Legislature, Children, Youth and Families Department and the courts regarding the statutes, policies and procedures relating to substitute care.

A copy of the annual report from the Citizen Review Board and the agency’s response is attached as a separate document.

## CAPTA ANNUAL STATE DATA REPORT

REQUIREMENT	VALUE	COMMENT
Number of children reported to the State during the year as victims of child abuse or neglect	23399	Number of alleged child victims reported for FY 2013
Number of children who were:		
<ul style="list-style-type: none"> <li>• Substantiated</li> </ul>	6530	
<ul style="list-style-type: none"> <li>• Unsubstantiated</li> </ul>	16869	
<ul style="list-style-type: none"> <li>• Determined to be False</li> </ul>	N/A	PSD does not collect information on false reports.
Of the number reported above, the number of children who:		
<ul style="list-style-type: none"> <li>• Did NOT receive services from state</li> </ul>	N/A	Not available. Provision of services is determined by placement, payment for services and development of a case plan for services. Unpaid and undocumented services cannot be counted. For this reason the count of children receiving services is considered underreported. Children not receiving services cannot be easily identified by subtracting the number receiving services from the total number of children reported.
<ul style="list-style-type: none"> <li>• Received services from state</li> </ul>	5401	Number of duplicated children receiving services as a result of the investigation which includes both substantiated and unsubstantiated children.
<ul style="list-style-type: none"> <li>• Removed from families during year by disposition of case</li> </ul>	1952	Number of duplicated children entering care which includes both substantiated and unsubstantiated children; the number of unique substantiated child victims entering care is 1039.
Number of FAMILIES that received preventative services, including use of differential response, from state during year	483	Number of families served outside of the agency through "Other" funding sources. NM does not provide differential response.
CHILDREN receiving preventative services through the Community-Based Prevention of Child Abuse & Neglect Grant	564	Most of the preventative services programs report clients served by the number of children rather than by the number of families. Where both are reported to us, we report only the child numbers based on NCANDS guidance.
CHILDREN receiving preventative services through the Safe and Stable Families Program	427	
CHILDREN receiving preventative services through "Other" funding sources	73	
Number of deaths resulting from child abuse or neglect	7	Six substantiated child deaths were reported in the child file and one additional child death not known to CYFD was reported in the agency file. The additional death was identified through review of Office of the Medical Investigator data.
Of number of child deaths, number in foster care	0	
Number of CPS staff responsible for:		
<ul style="list-style-type: none"> <li>• Intake, screening and assessment of reports</li> </ul>	40	Intake, screening and assessment are all done by SCI staff. There are 40 FTE SCI staff including intake workers, senior workers and supervisors.
<ul style="list-style-type: none"> <li>• Investigation of reports</li> </ul>	184	
Agency response time to initial investigation of reports	78.52 hrs.	Response time here is measured from the Report Received Date/Time to the Date/Time worker made contact with all alleged victims.

REQUIREMENT	VALUE	COMMENT
Response time with respect to provision of services	N/A	Not Available
Personnel qualifications		See Section 1 below
Number of children reunited with families who within 5 years are the subject of a substantiated report	437	The CAPTA question combines these 2 sets of children. They are dealt with separately in NCANDS reporting. There is overlap between the 2 groups (some children may have been reunited and their families may have also received I-HS in past 5 years), so the numbers cannot be added.
Number of children whose family received family preservation services who within 5 years were the subject of a substantiated report	655	The CAPTA question combines these 2 sets of children. They are dealt with separately in NCANDS reporting. There is overlap between the 2 groups (some children may have been reunited and their families may have also received I-HS in past 5 years), so the numbers cannot be added.
Number of children with court appointed representation	1809	Number of duplicated children with juvenile court petitions filed. All children named in petitions are appointed a Guardian ad Litem or Youth Attorney.
Average number of out of court contacts	10	This number is provided by the New Mexico Child Advocacy Network's CASA Volunteer Program.
Annual Citizen Review Panel Report		Submitted by NM Citizen Review Board
Number of children under care of CPS who are transferred into custody of state Juvenile Justice System		See Section below
Number of children referred to CPS who are drug affected at birth	N/A	Not Available
Number of children eligible for referral to early intervention services	1568	There is only one referral date captured for an investigation. If more than one child under age 3 is named in the report and there is a referral date entered, all children under age 3 are counted as referred.

**A. INFORMATION ON CHILD PROTECTIVE SERVICES WORKFORCE**

1. **Qualifications:** PSD staff must meet minimum qualifications, as determined by their positions and job functions. If a social work license is required for a position, the employee will meet the necessary requirements to maintain that licensure. Qualifications for each position are as follows:

- **Statewide Central Intake (SCI) Worker:** Bachelor's Degree in Social Work, Education, Counseling, Psychology, Sociology, Criminal justice or Family Services/Studies from an accredited college/university. Experience is not required for these positions.
- **Investigation Case Worker:** Bachelor's Degree in Social Work, Education, Counseling, Psychology, Sociology, Criminal justice or Family Services/Studies from an accredited college/university and two years experience delivering social services to children and/or families.
- **In-Home Services Practitioner:** Master's Degree in Social Work, Guidance and Counseling, Counseling, Psychology, Sociology or Criminology from an accredited college/university is required for this position and two years of any combination of experience including working with communities, working on health or social service related matters, social work/case management experience, behavioral health and/or health

care. Must possess a current license in New Mexico as a Doctoral Level Psychologist, Psychologist Associate, LISW, LMSW, LPC, and LPCC, LMHC or LMFT or eligibility for such licensure in accordance with New Mexico requirements.

- **SCI Senior Worker:** Bachelor's Degree in Social Work, Education, Counseling, Psychology, Sociology, Criminal justice or Family Services/Studies from an accredited college/university and two years of any combination of experience including working with communities, working on health or social service related matters, social work/case management experience, behavioral health and/or health care.
- **Investigation Senior Worker:** Bachelor's Degree in Social Work, Education, Counseling, Psychology, Sociology, Criminal justice or Family Services/Studies from an accredited college/university and four years experience delivering social services to children and/or families.
- **SCI and Investigation Supervisor:** Bachelor's Degree in Social Work from an accredited college/university and four years of any combination of experience including working with communities, working on health or social service related matters, social work/case management experience, behavioral health and/or health care. Candidate must also possess a current license (LBSW, LMSW or LISW) to practice as a social worker in NM or eligibility for such licensure in accordance with NM requirements.
- **In-Home Services Practitioner Supervisor:** Master's Degree in Social Work, Guidance and Counseling, Counseling, Psychology, Sociology or Criminology from an accredited college/university is required for this position and four years of any combination of experience including working with communities, working on health or social service related matters, social work/case management experience, behavioral health and/or health care. Must possess a current license in New Mexico as a Doctoral Level Psychologist, Psychologist Associate, LISW, LMSW, LPC, and LPCC, LMHC or LMFT or eligibility for such licensure in accordance with New Mexico requirements.

2. **Training:** PSD staff participates in training as required by PSD and CYFD, and as determined by their positions and job functions. All training is based on competencies for positions and job functions.

- **Supervisory Training:** All new PSD supervisors and County Office Managers (COM) attend a week of Human Resources training and a three day Situational Leadership training.
- **Pre-Service Training:** All new Social and Community Services Coordinators working in PSD county offices and Statewide Central Intake and other staff as determined by supervisors and managers shall complete Foundations of Practice offered through the Academy for Training and Professional Development before receiving primary case assignment in FACTS. In addition to Foundations of Practice, workers attend on the job training.
- **In-Service Training:** All Social and Community Services Coordinators working in PSD county offices and Statewide Central Intake, Children's Court Attorneys, COMs, and other staff as determined by supervisors and managers shall participate in in-service training as required by PSD management. In addition, the PSD worker meets any other training requirements set by his or her supervisor.



3. **Education:**

Full Time Employee (FTE)	Number
Total Division FTE	566
Total Case Worker Vacancies	106
Current FTE	460
Caseworker	Percentage
Total BSW w/ Licensure	8%
Total MSW w/ Licensure	21%
Total BSW no Licensure	19%
Total MSW no Licensure	17%
Total Related Degrees no Licensure	35%

4. **Demographic Information:** Demographic information presented in this section reflects all PSD personnel as of June 2014. As is probably common in this field, staff are predominately female, 85% compared to 15% of males. The ethnic background of PSD staff is fairly representative of the state as a whole. Specifically:

American Indian:	4%
Asian:	1%
Black:	3%
Hawaiian:	0%
Hispanic:	48%
White:	39%
Not Specified/Other:	5%

5. **Information on Caseload or Workload Requirements:** The State does not set a maximum number of cases per child protective services worker or supervisor. As of May 2014 workload was 15.6 cases per month per investigation worker, 19.3 cases per month for permanency planning workers and 8 cases per month for in-home services workers. Case is defined as a family unit. Supervisory ratios are established at 4/5 case workers per supervisor.

**B. JUVENILE JUSTICE TRANSFERS**

New Mexico does not transfer children who were in the care of the protective services system to the custody of the juvenile justice system. The child protective services system retains custody of the child during the time the child is served by the juvenile justice system. CYFD is the umbrella agency for both the Protective Services Division and Juvenile Justice Services. All cases are contained in the same management information system (FACTS). Changes have been made to FACTS to:

1. record the number of case collaboration events; and
2. send notifications to the other services areas of signification events in a case that JJS and PSD have in common.

This provides an automated way of increasing the communication among the service areas and therefore allows for better case planning and treatment.

**STATE CAPTA COORDINATOR/STATE LIAISON OFFICER**

Milissa Soto

PSD Policy and Procedure Coordinator

Protective Services Division

Children, Youth and Families Department

P.O. Drawer 5160 PERA RM 254

Santa Fe, NM 87502-5160

505.827.8078

[milissa.soto@state.nm.us](mailto:milissa.soto@state.nm.us)