

<b>Division of Children and Family Services Protection and Safety Procedure #08-2015</b>	
Regarding:	FSNA Due Dates--Clarification
Date Effective:	04/01/2015
Contact:	Katie Weidner 402-471-9700 or katie.weidner@nebraska.gov
Issue by:	Tony Green, Acting Director, Division of Children and Family Services



**Philosophy:**

Assessing the strengths and needs of children and parents is an important part of the case management process. To be most effective, the strengths and needs of each member of the family should be assessed throughout the life of the case.

**Procedure:**

There are different timeframes for completion of the initial and subsequent Family Strengths and Needs Assessments (FSNA) depending on case type.

- A. **Traditional Response – Children NOT Removed:** Cases assigned for traditional response and the children are NOT removed from the family home:
  - 1. The initial FSNA will be completed and in final status within 60 calendar days from the date the legal status was initially changed to “non-court involved child” or “HHS ward”.
  - 2. Subsequent FSNAs shall be completed and in final status within 90 calendar days of the final date of the previous FSNA.
  
- B. **Traditional Response – Children Removed from the Home:** Cases assigned for traditional response and the children ARE removed from the family home:
  - 1. The initial FSNA will be completed within 30 calendar days of the removal date in order to complete the Nebraska Caregiver Responsibilities form unless the child resides in a county participating in the CANS pilot project.
    - i. For the counties involved in the CANS pilot project, the initial FSNA shall be completed within 60 calendar days from the date the legal status was initially changed to “HHS ward”.
  - 2. Cases in which the children are not initially removed, but then removed at a later time will have a FSNA completed and in final status within 30 days of removal from the home, unless the most recent previous FSNA was finalized within 15 days prior to the removal.
  - 3. All subsequent FSNAs will be completed and in final status within 90 calendar days of the final date of the previous FSNA.
  
- C. **Alternative Response:** Cases assigned for alternative response, please see the Alternative Response Operations Manual.
  
- D. **Alternative Response Cases that change to Traditional Response:** Cases initially assigned for alternative response, but later switch tracks to traditional response:
  - 1. The FSNA will be completed based on the traditional response timeframes (depending on whether the child is in-home or out-of-home).
  - 2. All subsequent FSNAs shall be completed and in final status within 90 calendar days of the final date of the previous FSNA.

**References:**

None.