

Department of Public Health and Human Services– Policy



Category:

Approval Date:

Policy:

Critical Incident

1. **PURPOSE**

The purpose of this policy is to outline Child and Family Services Division’s (CFSD) response to critical incidents. The intent of the policy is to use information gathered from reviews of critical incidents to:

- a. Create increasingly safe outcomes for children and families.
- b. Provide support to those parties affected, including CFSD staff
- c. Improve and enhance organizational systems at all levels.

2. **POLICY**

It is the policy of CFSD to respond to every critical incident by:

- a. Respond in a consistent and timely manner to critical incidents.
- b. Review every critical incident and develop recommendations to improve Division and Department wide safety systems.
- c. Create a safe and supportive environment for staff to process, share and learn from child deaths and near deaths.

3. **SCOPE**

This policy applies to all CFSD staff and any DPHHS employee involved in the response to a critical incident (Legal, Human Resources, and Administrative). This policy does not apply to reviews conducted by a local Multi-Disciplinary Team, Child protection Team or the Child and Family Ombudsman.

4. **RESPONSIBILITY**

It is the responsibility of all CFSD staff to comply with this policy.

5. **DEFINITIONS**

CFSD means Child and Family Services Division.

Critical Incident means a death or near death of a child where child abuse or neglect is suspected to have occurred during an open case, open investigation or on an investigation in which the report was closed in the past sixty days.

DPHHS means Department of Public Health and Human Services.

Near Death means an incident in which a child was certified by a physician to be in a medically serious or critical condition because of an action that constituted suspected child abuse or neglect.

6. **RELATED DOCUMENTATION**

Critical Incident Notification and Review Procedure,
Critical Incident Response Procedure,
Critical Incident Report Form,

7. RELATED FEDERAL, STATE OR REGULATORY GUIDANCE

Mont. Code Ann. § § 52-1-103 (1),
Mont. Code Ann. § § 52-1-103 (4),
Mont. Admin. R. 37.43.103,
Mont. Admin. R. 37.43.104,

