

Case Planning and Assessment

Overview of Responsibilities

Case planning and assessment are inter-related processes. For example, the outcome of a safety and risk assessment will influence Family Action Plan goals and progress towards Family Action Plan goals will impact a restoration assessment. Similarly, a child's OOHC case plan will inform parts of a Care Plan, and a Care Plan's permanency planning will inform case planning.

Under the PSP the Department of Communities and Justice (DCJ) and PSP service providers have complementary roles in case planning and assessment. It can be difficult to keep track of what needs to be done, who needs to do it and when it needs to be done by. The requirements are different depending on the child's permanency goal.

The following table provides an overview of:

- timeframes for the review of case plans
- timeframes for assessments required under the PSP
- who is responsible for conducting the reviews or assessments.

Case planning and assessment responsibilities during interim orders					
	Risk re-assessment	Review of Family Action Plan	Restoration Assessment (RAT or similar)	Review of OOHC Case Plan (placement review)	Permanency Goal Review
Agency Responsible	DCJ	PSP Service Provider to review with family	PSP Service Provider	PSP Service Provider to organise and complete collaboratively with the child and the people important to them	PSP Service Provider and DCJ Permanency Coordinator

Preservation	Every 90 days	Every 90 days	n/a	<p>To be completed every 12 months or:</p> <ul style="list-style-type: none"> • following a significant change in the child's circumstances • within 4 months of the date of the interim order • if the child is under 2 years old, within 2 months of a final order • if the child is over 2 years old, within 4 months of a final order • after the death of a parent or authorised carer • before a planned change in where the child lives • within 21 days after an unplanned change in where the child lives 	Every 3 months
Restoration	Every 90 days after the child returns home	Every 90 days	90 days from the first FAP and every 90 days thereafter (until Restoration is finalised or the permanency goal is changed)		Every 6 months
Guardianship	n/a	n/a	n/a		Every 6 months
Adoption	n/a	n/a	n/a		Every 6 months
Long Term Care	n/a	n/a	n/a		Every 12 months