

TIPS FOR COMMUNITY PAPERING

Community papering is a legal avenue that social workers can use to obtain court intervention and assistance with families whose lack of cooperation or engagement with CFSA's efforts to remedy conditions of abuse and/or neglect in the home may put children in the home at further risk. At the time that a case is presented for community papering, a removal has not occurred and has not been recommended by the clinical team.¹

PRE-MEETING

- Meet with supervisor and program manager
- Review safety and risk issues, case plan, progress toward achievement of case plan
- Determine appropriateness of community papering
- Document pre-meeting in FACES.net

SCHEDULE AAG MTG

- If during pre-meeting a decision has been made to request that the case be community papered, call Office of Attorney General receptionist at 202-727-3839 to schedule meeting with assigned AAG.
- An AAG is available every Friday (unless preceding/following a holiday).
- If social worker is not available on Friday, contact AAG to set alternative meeting date/time.
- If case is court involved, SW must contact *assigned* AAG.

MEET WITH AAG

- Provide documentation to the AAG that supports the agency's recommendation to seek court intervention
- For agency safety plan concerns, bring a copy of the safety plan(s) that was signed by the parent
- AAG will conduct a formal papering interview to determine one of three things:
 - There is a legal basis to paper the case;
 - Additional information is needed in order to make a determination; or,
 - There is no legal basis for court action.
- AAG emails Community Papering Consultation Sheet to meeting attendees within 24 hours of meeting.

POST MEETING

- If a legal basis exists:
 - SW is required to draft complaint (see step below) and provide to AAG within 2 business days
 - Discuss availability for parents/caregivers and SW to appear in court
 - Notify parents of hearing once date and time is finalized with court
- If more information is needed:
 - AAG will complete community papering status form (including signature of OAG section chief)
 - Copy will be sent to SW, supervisor, program manager, agency performance, and section chief
 - SSW will provide requested information within five business days
- If no legal basis exist:
 - AAG will complete community papering status form (including signature of OAG section chief)
 - Copy will be sent to SW, supervisor, program manager, agency performance, and section chief
 - If SW/Supervisor disagree with decision, a meeting should be coordinated with their supervisor, program manager, the papering AAG and their section chief

COMPLAINT FORM

- Indicate in detail the following:
 - History of the case
 - Clinical concerns regarding abuse and neglect
 - Services that have been offered to ameliorate the abuse or neglect, and parents' compliance with services
 - Basis for the request for court intervention
 - Document in FACES.net within one business day of AAG approval of the complaint form

¹ Safety plans that restrict parental rights have the legal implications of a removal. For example, placing a child with a third party and restricting parental contact with the child to supervised visitation is technically a constructive removal. It is important that social workers consult an OAG section chief before including any restrictive contact conditions in a safety plan.