



NEW JERSEY DEPARTMENT
OF CHILDREN AND FAMILIES

New Jersey Department of Children and Families Policy Manual

Manual:	CP&P	Child Protection & Permanency	Effective Date: 10.3.2011
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Subchapter:	1	Forms	
Issuance:	22.26	CP&P Form 22-26, Family Risk Reassessment (In-Home Cases)	

Click to view, complete, or print [CP&P Form 22-26](#), Family Risk Reassessment (In-Home Cases).

Click to view, complete, or print CP&P Form [22-26\(S\)](#), Family Risk Reassessment (In-Home Cases).

Note: This form is a part of the SDM policy.

WHEN TO USE IT

1. Use the Family Risk Reassessment tool when assessing child abuse, neglect, and child welfare issues. This form is used to reassess risk and evaluate a family's progress toward fulfilling the case plan and achieving the case goal(s). Use CP&P Form [22-26](#), Family Risk Reassessment (In-Home Cases):

- Three months from the original transfer to permanency services, and every three months thereafter.
- Every three (3) months thereafter.
- Whenever new case circumstances or new information becomes available that affects risk.
- Within 30 days immediately preceding the date of case closure.

Note: The Risk Reassessment shall not be used during the investigation.

HOW TO USE IT

1. Using information gathered about the family, use CP&P [Form 22-26](#), Family Risk Reassessment, to assess the family's progress toward fulfilling the family

agreement and case plan goal(s). The Risk Reassessment guides the decision to close a case.

2. Risk reassessment information is recorded and documented in NJ Spirit - the official system of record. Information prefills on the CP&P [Form 22-26](#). Additional information is user enterable.
3. The risk assessment tool, CP&P [Form 22-26](#), is comprised of one risk index, considering child abuse, neglect, and child welfare components.
4. After deriving a scored risk level, determine whether any of the four “Very High-Risk Case Status Conditions” exists. Prompt supervisory consultation is required whenever any of these conditions are present.
5. The Worker and Supervisor determine whether to apply a discretionary override (e.g., raise or lower the scored risk by one level). If yes, circle the “correct” risk level, and enter an explanation or rationale.
6. A “final risk level” is determined. The final risk level determines the minimum visitation requirement. The final risk level also guides the decision to close a case.
7. Only complete this template outside of the NJ Spirit application as a part of a contingency plan when the application is unavailable. However, in doing so, you are still required to create the form in NJ Spirit when the application becomes available.

INSTRUCTIONS FOR COMPLETING THE FORM

8. The Worker and Supervisor determine whether to apply a discretionary override. If the determination is “yes,” select the override box. Enter the explanation in the text box.
9. A “Final Risk Level” is determined after completing the above steps. New Jersey Spirit (NJS) derives the score electronically.
10. The Worker signs the forms electronically and forwards it to his or her Supervisor for review and electronic approval.

DISTRIBUTION

Electronic Copy - NJ SPIRIT electronic Case Record

RELATED POLICIES:

- [Structured Decision Making](#)