



Intensive Child Fatality Review Record Checklist

Decedent:	Fatality ID:	County:	
Records to be collected		Records Requested	Records Received
SOCIAL SERVICE RECORDS		<input type="checkbox"/>	<input type="checkbox"/>
Screen-Out Reports		<input type="checkbox"/>	<input type="checkbox"/>
CPS Assessments - Separated by Episode <ul style="list-style-type: none"> Assessed CPS Reports Documentation and Structured Decision-Making Tools Any Relevant Supplemental Information, such as drug screens, 911 logs, correspondence with service providers and referrals for services. 		<input type="checkbox"/>	<input type="checkbox"/>
CPS In-Home Service Records - Separated by Episode <ul style="list-style-type: none"> In Home Service Agreements Documentation and Structured Decision-Making Tools Closing Summary Any relevant Supplemental Information, such as court orders, drug screens, 911 logs, correspondence with service providers and referrals for services 		<input type="checkbox"/>	<input type="checkbox"/>
Permanency Planning / Placement Records - Separated by Episode <ul style="list-style-type: none"> Family Service Agreements/Out Of Home Agreements Documentation and Structured Decision-Making Tools Health and Well-being Instruments Closing Summary Any relevant Supplemental Information, such as court orders, drug screens, 911 logs, correspondence with service providers and referrals for services 		<input type="checkbox"/>	<input type="checkbox"/>

Please ensure that all relevant records are uploaded to one of the following systems:

NC FAST
(<http://www.ncfast.nc.gov>)

CARA
(<https://cara.nc.gov/cara/#DSS>)

The Fatality Review state consultant will work with your agency coordinator to determine which records to distribute to the review team.

Decedent:	Fatality ID:	County:
MEDICAL AND MENTAL HEALTH RECORDS	<input type="checkbox"/>	<input type="checkbox"/>
Health Records - Separated by Agency <ul style="list-style-type: none"> • Autopsy and Toxicology Records • Birth / Perinatal Records • Hospital Records • Health Department / Case Management Records • Primary Care Providers • Mental Health Providers (Confidentiality Regulations, 42 CFR Part 2 (REVISED) Apply) • Substance Abuse Records (Confidentiality Regulations, 42 CFR Part 2 (REVISED) Apply) • Any Other Specialized Health, Development and Wellbeing Records 	<input type="checkbox"/>	<input type="checkbox"/>
LAW ENFORCEMENT RECORDS	<input type="checkbox"/>	<input type="checkbox"/>
Investigation Records - Separated by Agency (Most Recent First) <ul style="list-style-type: none"> • Fatality Investigation • Other Criminal Investigations • Juvenile Court Records 	<input type="checkbox"/>	<input type="checkbox"/>
EDUCATIONAL RECORDS	<input type="checkbox"/>	<input type="checkbox"/>
Student Education Records - Separated by Agency (Most Recent First) <ul style="list-style-type: none"> • Academic Performance Records • Attendance Records • Behavioral Records • Individualized Education Planning Records 	<input type="checkbox"/>	<input type="checkbox"/>