

Memorandum of Understanding Addendum Multidisciplinary Team Enhancement - Statewide Intake Reports

We the undersigned agencies, by and through our supervisory heads and through our designated representatives, do agree to the following policy supporting the implementation and operation of the Multidisciplinary Team Enhancement - Statewide Intake initiative of the Children's Advocacy Center of the Coastal Bend.

Whereas, we acknowledge that the multidisciplinary team approach is at the core of the children's advocacy center model, and therefore commit to participation in the Multidisciplinary Team Enhancement - Statewide Intake initiative with the intent to achieve the following goals:

- to proactively strengthen and sustain the children's advocacy center multidisciplinary team;
- to fortify the overall multidisciplinary component within the children's advocacy center to ensure effective communication, coordination, and collaboration at all stages of child abuse cases; and
- to ensure timely access to the full array of children's advocacy center/multidisciplinary team services for all children within the children's advocacy center's official service area and existing protocol case criteria.

Whereas, we recognize that one of the primary tools to be utilized in the achievement of the aforementioned goals will be intake reports generated by Department of Family and Protective Services (DFPS) Statewide Intake and delivered to the children's advocacy center. We understand that the children's advocacy center's role in reviewing the reports is to review and identify Statewide Intake reports within the case acceptance criteria as defined by the children's advocacy center's Working Protocol, and facilitate children's advocacy center/multidisciplinary team services related to case investigation, assessment, and intervention.

Whereas, we understand that the children's advocacy center's access to the Statewide Intake reports shall not be construed to change, reduce, or expand the authority or jurisdiction of the children's advocacy center or any multidisciplinary team partner agency as it relates to initiating and conducting investigations, assessments, and/or interventions. No part of the Multidisciplinary Team Enhancement - Statewide Intake initiative supplants any statutorily required duties of the children's advocacy center or any multidisciplinary team partner agency.

Whereas, we acknowledge that all intake reports provided by DFPS Statewide Intake to the CAC are the property of DFPS and not the CAC. Because these intake reports are legally the property of DFPS and the CAC receives only a copy of the intake report that DFPS sends to the appropriate law enforcement agency, the CAC will follow its own organizational Records Retention Policy as it relates to client and case file information when determining how and when intake reports will be retained or destroyed. The CAC's multidisciplinary partner agencies, including but not limited to DFPS, law enforcement, and prosecution agencies, shall have access to the CAC's Records Retention Policy to ensure they are informed of the CAC's practice as it relates to the retention and destruction of intake reports.

Whereas, we understand that this addendum does not replace or supersede the children's advocacy center's current, executed memorandum of understanding to which this addendum is made.

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All State and Federal confidentiality laws will be followed in connection with this agreement. This agreement can be terminated by any party without cause by giving written notice to the other parties.

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We the undersigned have reviewed and accepted the attached Children's Advocacy Center of the Coastal Bend Memorandum of Understanding Addendum pertaining to the MDT Enhancement - Statewide Intake initiative. We hereby approve of the contents and agree, on behalf of our respective agencies, to abide by the goals, objectives and activities addressed therein.

Signature

Date

Printed Name

Title/Agency

Signature

Date

Printed Name

Title/Agency

Signature

Date

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