

MISSING/RUNAWAY YOUTH DE-BRIEFING FORM

Name: _____ I.D.: _____

Caseworker Name: _____ Caseworker ID: _____

Type of Absence: ABD WUK WCC

ABD = abducted; WUK = whereabouts unknown; WCC = whereabouts unknown, periodic contact with caseworker

Dates Missing: From _____ to _____ Date of De-Briefing: _____

Time Missing: From _____ to _____

Individual conducting de-brief: _____ Relationship to child _____

Location of De-Briefing: _____

Returned: Voluntarily/on own Via Law Enforcement

Screening for commercial sexual exploitation/sex trafficking completed using tool: _____

Outcome of screening: _____

If youth was sexually exploited while away from care, record on the Special Incident Report Addendum any action you took as dictated by County's CSEC Response Protocol. This information must also be entered into CWS/CMS pursuant to the instructions outlined in ACL 16-49 and ACL 16-74.

The Debriefing Interview

Conduct the debriefing in two phases. Phase 1 should be conducted immediately upon the youth's return, and is focused on immediate engagement to ensure safety and well-being¹. Phase 2 should be conducted within 48 hours and is focused on understanding and responding to the incident

The debrief interview is conducted by an adult of the child's choosing. The debriefing interview should take place in a safe, neutral place if possible outside of the placement. The individual conducting the debrief interview should hold a conversation with the youth and gather information to answer the following questions. Ask open-ended questions in a natural, conversational manner. It's important that you really focus on listening to what the youth is telling you.

PHASE 1: Ensure Immediate Safety and Well-Being

Before beginning the interview, tell the youth the following (in your own words):

- I'm going to ask you some questions to help me understand why you ran away, if anything happened while you were away that requires medical attention, and what your needs are right now.
- Some of these questions are personal. I am asking them so we can figure out together if there is anything you need. However, you do not have to answer or can keep some details private if you are not comfortable talking about it.
- I will keep your answers private to the best of my ability. The information you provide

¹ If youth's immediate need is for rest and there are no emergent medical needs, this may be conducted after the youth has slept.

may be used to understand your experience while away from care and to inform your case plan to ensure you receive appropriate services and supports. If there is a safety issue that I must report, which includes instances of known or suspected child abuse or neglect, or commercial sexual exploitation, I will inform you before I share.

- At a later date, we will create or update your Safety and Support Plan based on what we discuss today.
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1. What do you need right now to feel safe?
2. Who should we contact to let them know you are safe? Is there anyone on your Safety and Support Plan that we should contact?
3. Have you eaten lately? If not, what can I get you?
4. How are you feeling (health/mental health)?
 - a. Did you get sick or were you hurt or injured while you were gone?
 - i. If so, describe your illness or how and where you were hurt/injured.
 - ii. Did you get medical care anywhere?
 - iii. If so, what care did you get and from where did you get medical care?
 - b. Were you sexually active while you were away? (Important: youth does not need to go into detail to determine need for follow-up care for sexual assault or sexual exploitation).
 - i. If so, answer these questions to determine need for follow-up care: when, with whom, what kind of protection did you use?
 1. Both people should consent, or say yes, willingly and freely before having sex. Is that how you would describe this activity?
 - ii. Did the sexual activity cause any pain, discomfort, or was it unusual to you in any way??
 - iii. For females, do you think you may be pregnant? For males, if your partner was female, do you think you may have gotten her pregnant?

Note: Any child who reports having engaged in sexual activity should be offered a reproductive health exam within 24 hours of being located. Follow county protocols for commercial sexual exploitation/sex trafficking or sexual assault. If the youth reports being forced to engage in sexual activity (e.g., was commercially sexually exploited or was sexually assaulted), the caseworker must make a report to the appropriate law enforcement agency and NCMEC within 24 hours.

5. Why did you leave your placement? Please record the youth's responses in narrative form as well as check any boxes below that apply.
 - To be with friends
 - To see parents
 - To see other family members

- | | | |
|--|--|--|
| <input type="checkbox"/> To live with parents/family | <input type="checkbox"/> To see girlfriend/boyfriend | <input type="checkbox"/> Not feeling safe in placement |
| <input type="checkbox"/> Somebody asked or told me to | <input type="checkbox"/> To get away from caregiver | <input type="checkbox"/> Conflict with program |
| <input type="checkbox"/> Did not mean to run-just left | <input type="checkbox"/> Got lost while out | <input type="checkbox"/> School problems |
| <input type="checkbox"/> To have some excitement | <input type="checkbox"/> Did not like my placement | <input type="checkbox"/> Other: _____ |

6. Tell me a little more about what was happening right before you left your placement?
7. Did anyone encourage you to leave?
8. Did you encourage others to leave with you?
9. Did you tell anyone you were leaving before you left? If so, who did you tell?
10. Was there anything that staff/caregiver or your caseworker could have done to make it easier for you to stay?
11. Did you have a plan about how to take care of yourself while you were gone and did it work out? Were you able to access any of the services or support systems you identified on your Safety and Support Plan?

PHASE 2: Understanding and Responding to the Incident

1. How are you today? How are you feeling?
2. Are you sick or injured? Would you like to see a doctor?
3. What was the first thing you did after you left?
4. Where did you go?
5. If you were planning to go to specific place, did you go there?
6. Where and with whom did you stay while you were gone? Please record the youth's responses in narrative form as well as check any boxes below that apply.

<input type="checkbox"/> Friend's house	<input type="checkbox"/> Streets	<input type="checkbox"/> Parents	<input type="checkbox"/> Other Family Members	<input type="checkbox"/> Shelter/hostel
<input type="checkbox"/> Hotel or Motel	<input type="checkbox"/> With peers	<input type="checkbox"/> With strangers	<input type="checkbox"/> Another adult's house	<input type="checkbox"/> Boyfriend/girlfriend
<input type="checkbox"/> Other: _____				

7. How much money did you have with you when you left?
8. Why (or under what circumstances, e.g. police picked the child up) did you return?
9. Have you ever runaway before? If so, when and why?
10. What was the best thing about being away?
11. What the worst thing about being away?
12. Do you think you might run away again in the future?
 - a. If so, why would you run away again?
 - b. What can I (caseworker) or your caregiver do to help you make a decision to not runaway in the future? What would help you to stay?
13. Do you need any services or support? Yes No
14. Did you feel involved in the planning for your life when you left? Yes No
15. What do you want to see happen in your life in the next 3 months? Focus on goals, strengths, and solutions.
16. How can I help you work towards your goals? (Work into Safety and Support Plan; Follow up on your commitment)
17. Is there anything else you would like to share that has not been asked?

Information gathered through this process should only be gathered for purposes of determining any treatment needs, developing plans to support the youth, and reporting data to the state on children who run away from foster care for federal reporting purposes. The information should be handled with sensitivity and care. Unless otherwise required by law, the information disclosed by the child/youth should not be used to implicate them in a criminal charge or for any purpose other than tailoring services for the child/youth. See ACIN I-13-17 for more information.

Caseworker's/Adult Supporter Name: _____

Caseworker's/Adult Supporter Signature: _____ Date _____

Supervisor's Name: _____

Supervisor's Signature:

EXAMPLE