

Notification of Concern Training

Safe Passages Family Reunification Program

*United States Conference of Catholic Bishops
Department of Migration and Refugee Services
Safe Passages Program*

USCCB/MRSP/2018 1

Objectives

- Identify reasons for submitting an NOC
- NOCs to ORR vs. USCCB
- Provide guidance on completing the NOC report
- Proper submission of NOCs to ORR
- When/how to flag sponsors

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What is a NOC?

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Notifications of Concern (NOC)

What incidents require an NOC?

- | | |
|---|---|
| ✓ CPS involvement (Abuse/Neglect) | ✓ Trafficking concerns* |
| ✓ Runaway behavior | ✓ Sexual abuse while in ORR custody |
| ✓ Hospitalization (Medical/Mental Health) | ✓ Death* |
| ✓ Criminal activity | ✓ Anything warranting media attention* |
| ✓ (Arrest/Incarceration/Police Involvement) | ✓ Loss of contact (initial contact never established or safety concerns identified) |
| ✓ Placement disruption (only in cases where child is at risk) | ✓ Sponsor declined services |

- Submit NOC via email to ORR at: DCS_HSPRS@acf.hhs.gov and copy your assigned CSS
- To ensure compliance, NOCs must be submitted within **24 hours** of notification of the incident

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Home Study NOCs



Include FFS, CC, and CM

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NOCs to USCCB

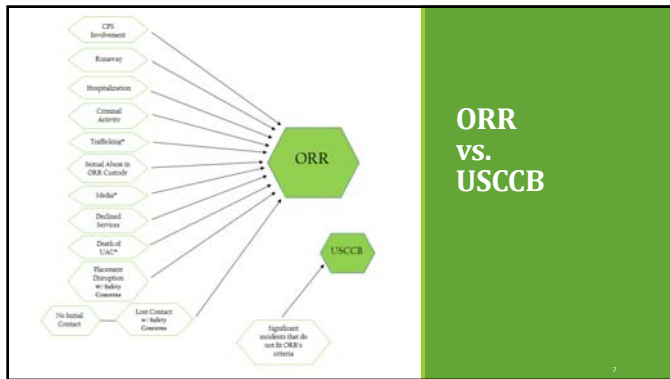
Examples...

- Medical/mental health emergencies
- UAC becomes pregnant
- Death of former caregiver in home country
- Death of a household member, not the sponsor
- Etc.



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NO INITIAL CONTACT	-VS-	LOST CONTACT
<ul style="list-style-type: none"> Inform CSS if no contact in a week Continue phone calls and leave voice messages Unannounced visit Letter with a "please respond by date" Submit an NOC & flag sponsor 		<ul style="list-style-type: none"> Inform CSS if no contact in a week Attempt to reestablish (30 days) Continue phone calls and leave voice messages Unannounced visit Letter with a "please respond by date" Submit an NOC (if safety concerns)

OUTCOMES/UPDATE 2018

Should You Submit a NOC...



Should you submit a NOC?

Carlos was referred for PRS services following a TVPRA HS. One month after being released to his sponsor, Carlos relocated, with the approval of his sponsor, to live with his biological father. Carlos' father was previously denied sponsorship due to reportedly physically abusing Carlos and his younger siblings home country. The initial sponsor provided you with Carlos' father's contact information.

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Should you submit a NOC?

Following a TVPRA home study, which received a positive recommendation with qualifications, 16-year-old Alejandro was released to his sponsor/paternal uncle in Columbia, SC. Post-release services were going well, but Alejandro unexpectedly left the sponsor's home after only two months and relocated to his biological father in Nashville, TN. The sponsor/paternal uncle reported that per Alejandro, he is safe and enrolled in school.

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Should you submit a NOC?

During the 1st semi-annual home visit, the child informed the post-release worker that the sponsor's boyfriend hit him with a belt several times. The sponsor's boyfriend was reportedly inebriated and having a physical confrontation with the sponsor at the time of the incident. The boyfriend eventually left the home and the sponsor tended to the child's minor cuts and bruises. The post-release worker quickly filed a report with Child Protective Services.

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Should you submit a NOC?

After working closely with two siblings and their biological mother for six months, the post-release worker lost contact with the family. The family fared well following reunification and was highly engaged during the post-release period. Shortly before the loss of contact, the sponsor reportedly received a few threats from a former lover with suspected gang involvement. At this point, the post-release worker has not had successful contact with the sponsor or siblings in over 30 days.

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Should you submit a NOC to ORR?

The youth is a 9-year-old girl, recently reunified with her biological mother. Also living with in the home is the youth's sister and two brothers, as well as the sponsor's husband. During the 60-day visit, the sponsor disclosed that her husband committed suicide the previous week. The sponsor makes enough to support the family, and has an extensive support system.

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USCCB/MRS Family Reunification
Notification of Concern Report

- Per ORR/DCS Policies and Procedures, any Notifications of Concern (NOCs) must be reported within 24 hours of notification of the incident.
- In your notification email to ORR, please include "USCCB Notification of Concern: Initials of UC" in the subject of the email.
- NOCs should be emailed to DCS_HSPRS@dcf.ky.gov. Copy your assigned Children's Services Specialist and the Assistant Director of Family Reunification. *"In case of UC Death, Trafficking Concerns, and media attention, also send NOC to Gail.Huggert@dcf.ky.gov."*

Notification of Concern Category:	
☐ UC Death*	☐ Placement Disruption
☐ Trafficking Concerns*	☐ Unable to Contact Sponsor/UC
☐ Media Attention*	☐ Run Away
☐ Criminal Activity	☐ CPS Involvement
☐ UC Reported Sexual Abuse by other UC or staff while in ORR custody	☐ Medical Attention/Hospitalization
	☐ Sponsor Declined Services

General Information:

Name of UAC: _____

Age: _____

Date of Report: _____

Date provider was informed of incident (this is crucial to ensure compliance with ORR/DCS P&P): _____

FR provider agency name: _____

Reported by (name/title): _____

Contact information: _____

Writing a NOC report

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ORR/DCS Family Reunification
Notification of Concern Report

- For ORR/DCS Policies and Procedures, any Notifications of Concern (NOCs) must be reported within 24 hours of notification of the incident.
- In your notification email to ORR, please include "UNCCR Notification of Concern: Initial of UC" in the subject of the email.
- NOCs should be emailed to DCS_NOTIFICATION@fbi.gov. Copy your assigned Children's Services Specialist and the Assistant Director of Family Reunification. In case of UC Death, Trafficking Concerns, and media attention, also email NOC to Child-Immigration@fbi.gov.

Notification of Concern Category:

☐ UC Death*	☐ Placement Disruption
☐ Trafficking Concern*	☐ Unable to Contact Sponsor/UC
☐ Media Attention*	☐ Run Away
☐ Criminal Activity	☐ CPS Involvement
☐ UC Reported Sexual Abuse by other UC or staff while in ORR custody	☐ Medical Attention/Hospitalization
	☐ Sponsor Declined Services

General Information:

Name of UAC:
A#:
Date of Report:
Date provider was informed of incident (this is crucial to ensure compliance with ORR/DCS P&P):
FR provider/agency name:
Reported by (name/title):

Details of Incident:

Date of Incident:
Synopsis of Incident:
Staff Response and Intervention:
Resolution and Follow-up (next steps):

Staff submitting report:

Indicate the following:

- Reason for the NOC
- Description of the incident
- Any additional safety descriptors/concerns
- Steps taken in response to the incident
 - Report submitted
 - Police notified, etc.
- Additional steps to be taken (if applicable)
 - Obtain contact information for all involved

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NOC Category

Notification of Concern Category:

☐ UC Death*	☐ Placement Disruption
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General Information

General Information:

Name of UAC:
A#:
Date of Report:
Date provider was informed of incident (this is crucial to ensure compliance with ORR/DCS P&P):
FR provider/agency name:
Reported by (name/title):
Contact information:

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Details of Incident

Details of Incident:

Date of Incident:

Synopsis of Incident:

Staff Response and Intervention:

Resolution and Follow-up (next steps):

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NOC Example



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Date of Incident: 10/12/17

Synopsis of Incident: Eleanor Ramos reported that the youth is no longer residing in her home. The youth reportedly left the home following a family conflict with Clara and Jose. The youth was upset when she left the home and took all of her clothes and shelter documents with her. The youth waited outside of the home for about an hour before being picked up by a man in a dark car, believed to be Carlos.

Staff Response and Intervention: This writer completed a NOC and reported the incident to USCCB staff.

Resolution and Follow-up (next steps): This writer will follow-up with the Eleanor for any updates on the youth's whereabouts.



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NOC Example


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Date of Incident: 10/12/17

Synopsis of Incident: The youth's sponsor (Eleanor Ramos) called this writer to report that the youth (17) is no longer residing in her home. The youth reportedly left the home following an intense verbal argument with the sponsor's two children (Clara, 18 and Jose, 16). The sponsor attempted to break up the confrontation and the sponsor's daughter hit the youth in the face. The youth sustained a black eye from the confrontation and was crying when she left the home. The youth took all of her clothes and shelter documents with her upon departure. The youth waited outside of the home for about an hour before being picked up by a man in a dark car, believed by the sponsor's daughter to be the youth's boyfriend (Carlos, 18). The youth's boyfriend is a known gang member


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Staff Response and Intervention: This writer encouraged the sponsor to file a missing persons report. The sponsor filed the report on 10/13/17 (#284G72P; Officer J. Warren at 555-325-1256). This writer completed a NOC and reported the incident to USCCB staff. This writer called the youth on her cell phone, leaving a voice message.

Resolution and Follow-up (next steps): This writer will continue to follow up with the sponsor regarding any contact with the youth. The sponsor and her children also agreed to trying to obtain a phone number or address for the youth's boyfriend by reaching out to the youth's friends. This writer will continue to call the youth's cell phone.


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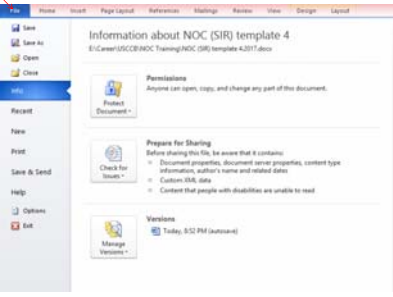
Submitting a NOC report

NOC Submission

- Submitted within 24 hours of notification
- PDF
 - NOC for CD, AB – 11.4.17
- Password Encryption
 - UCProgram123!!!
- Submit via email



Password Encryption









Sample Submission Email

Subject: USCCB NOC for CD, AB

Good morning,

Attached you will find a NOC for CD, AB (*789). The NOC describes the youth's recent hospitalization.

Please let me know if you have any additional questions.

Kindly,

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Sample Submission Email Flagging the Sponsor

Subject: USCCB NOC for CD, AB – Flag Sponsor

Good morning,

Attached you will find a NOC for CD, AB (*789). The NOC describes the youth's recent hospitalization. Please flag this sponsor.

Please let me know if you have any additional questions.

Kindly,

USCCB/MAY/19/2019

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Submission Email Recipients

NOC's to ORR

- Send to DCS_HSPRS@acf.hhs.gov
- Copy assigned CSS
- Copy JDuckett@uscbb.org
- CPS Involvement – Copy Kkuennen@uscbb.org
- Sexual Abuse – Copy PSAC@acf.hhs.gov
- UC Death, trafficking Concerns, media attention
 - copy Gail.Houppert@acf.hhs.gov

NOC's to USCCB

- Send to assigned CSS

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Who Should Receive the Following NOCs?



Who should receive this NOC?

14-year-old Amelia reported that her mother/sponsor's boyfriend frequently sends her explicit videos via text message. On two separate occasions, the 39-year-old man touched Amelia inappropriately and told her not to tell anyone. Per Amelia, her mother was not aware of the situation.



Who should receive this NOC?

A NOC was completed because the youth was involved in a severe car accident with a classmate. The injuries sustained during the accident caused the youth to be rushed to the hospital by ambulance. The youth remains in the hospital in critical condition, but doctors anticipate a full recovery.



Who should receive this NOC?

While conducting a Discretionary home study, the youth disclosed to the HS worker physical abuse that the youth experienced in his home country. The abuse, which occurred over a three-year period, was not previously disclosed to the shelter staff. The home study report is due four days after the youth's confession.

BUCCANMILITE 2018
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