

**PROTOCOL FOR A JOINT RESPONSE WHEN A CHILD
IS TAKEN INTO PROTECTIVE CUSTODY BY LAW ENFORCEMENT**

The Cleveland County Oklahoma Human Services and Cleveland County Sheriff's Office (Law Enforcement Agency) agree to follow the joint response protocol set forth below to utilize when a child is taken into protective custody by the Law Enforcement Agency in Cleveland County. This protocol shall remain in effect for the duration of the requirements of 10A O.S. Section 1-4-201 et seq. and shall be renewed annually to ensure that it continues to fulfill the requirements of said statute.

Section I. Protocol for safety evaluation at scene when protective custody assumed by law enforcement. The Cleveland County Oklahoma Human Services (DHS) will ensure child welfare (CW) specialists are available to respond 24 hours a day to assist law enforcement when children have been placed in protective custody. Cleveland County, Child Welfare Services (CWS) will have one phone that will be passed amongst the on-call workers, thereby eliminating the need for an on-call list as there would be just one number. The phone number will be provided to all law enforcement agencies. An updated on-call list will be provided when requested. The Oklahoma Abuse and Neglect Hotline is no longer used by law enforcement to call for a joint response. During business hours, law enforcement is to call their local CWS office for a joint response. To request a joint response outside of business hours, law enforcement is to use the on-call number. The CWS staff is responsible for ensuring that local law enforcement has the contact information for the CW supervisor in the event the on-call CW specialist does not respond to their call. CWS will make every effort to respond to the scene in a reasonable time period. The CW specialist conducts a safety evaluation at the scene in accordance with DHS policy and procedures to determine if the child faces an imminent safety threat. When an imminent safety threat exists, steps are taken to obtain an emergency order. When an imminent safety threat does not exist, steps are taken to release the child to the parents, legal guardian or custodian.

NOTE: The CW specialist or CW supervisor is responsible for calling the referral into the Abuse Neglect Hotline within two hours of the call for joint response with limited information. On the rare occasion that the CW specialist/supervisor does not have a full name and/or location when the original call is made to the Abuse Neglect Hotline, further details must be called in to the Abuse Neglect Hotline no later than the following day with all pertinent information.

Section II. Reception Center, any agreed upon place where CWS performs a safety evaluation when unable to respond to scene within reasonable time. When CWS is unable to respond to the scene where a child has been placed in protective custody, the child is taken by law enforcement to the law enforcement agencies office, the local CWS office, or other location whichever is agreed upon by the team.

Section III. Protocol for transporting the child when the child cannot be left at the home and responsibility for transporting. If the child is in protective custody of law enforcement, is placed on an out-of-home safety plan, or placed by a judge in DHS emergency custody, law enforcement and CWS coordinate transportation of the child to a location where CWS believes the child can be protected. When the child is in emergency DHS custody, and it is safe to do so, CWS transports.

Section IV. Procedure, including documentation, for release of the child to the custody and control of the parent, legal guardian or custodian of the child when CWS determines

the child does not face an imminent safety threat.

When the safety evaluation conducted by CWS indicates the child does not face an imminent safety threat, CWS restores the child to the custody and control of the parent, legal guardian, or custodian per 10A O.S. § 1-4-201. The CW specialist documents this decision on the Assessment of Child Safety. CWS completes the Assessment of Child Safety and forwards to the District Attorney's office per policy.

Section V. Designation of CWS staff to serve as contact persons for law enforcement.

Since the Oklahoma Abuse Neglect Hotline will no longer be used for joint response, law enforcement must be kept updated with on-call CW specialist and the CW supervisor.

Child Welfare Services CPS On-call-Phone:

405-626-6062

Child Welfare Supervisors: (Cleveland County CPS)

SHANNON BOECKMAN- (405) 320-8895

BETHANIE KUZMA-MCMURTRY- (580) 695-8039

JAKE HUBER- (405) 443-8471

SARAH CALLAN- (405) 706-2241

CHRISTY UPCHURCH- (405) 219-9348

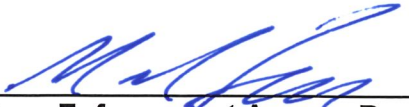
RASHEENA GAINES- (405) 401-4386

MONICA SAAVEDRA- (405) 213-9798

JOLANDA PATTERSON- (405) 207-4020

WHITNEY GREGORY- (405) 306-7359

Section VII. Local DHS and Law Enforcement Signatures



Law Enforcement Agency Representative

6-24-26
Date

Patricia Valera

CW District Director

6/23/26
Date

Child Welfare Director - Oklahoma Human Services

Date

Date: _____

Approved by the Board of County Commissioners:

By: _____
Chairman

By: _____
Vice-Chairman

By: _____
Member

Attest: _____

By: _____
Deputy

If applicable

ADA _____