



FOR YOUR INFORMATION

FYI FYI FYI FYI FYI FYI FYI FYI FYI FYI

Issue 25-20

Date: 10/21/2025

CLARIFICATION ON DELETING SDM ASSESSMENTS

The purpose of this FYI is to clarify procedures related to deleting SCSW-approved Structured Decision Making (SDM) assessments. The current SDM Policy 0070-548.24 does not address this issue.

When new information or changes in family circumstances are not reflected in the currently approved assessment, staff must complete **a new assessment** rather than delete an approved one. This applies to the:

- Safety Assessment
- Reunification Assessment
- Risk Reassessment

Each new assessment should include documentation in **CWS/CMS** explaining the reason for completion of the updated tool.

The **Initial Risk Assessment** is the only SDM tool that may be deleted and re-completed only on an as-needed basis due to new information being obtained prior to case promotion. This action may only be completed by the **Emergency Response Assistant Regional Administrator (ARA)** with **approval from the Regional Administrator (RA)** and must be documented in **CWS/CMS**.

Please ensure adherence to these guidelines to maintain policy compliance and data integrity.

If you have any questions regarding this release, please email your question to:
Policy@dcfs.lacounty.gov