

Interagency Intake Form: Children's Advocacy Project, Inc.

Teaming Investigation, Prosecution and Treatment of Child Abuse and Neglect in Natrona County

Fax this form when case is assigned to CAP at (307)232-0163

Initial Intake Process

Today's Date: _____ Your Name: _____
Incident initially reported to: DFS LE Date of initial report: _____

Is this a Courtesy or Out-of-County Case? YES NO

If yes, name of agency requesting services:

Address:

Contact Name:

Contact #:

CAP Services Requested: Interview Medical Evaluation Team Consultation

Investigative Case Team

DFS Assigned:

Law Enforcement Assigned:

Child's Information

Name:

Address:

Phone #:

Alternate Phone:

Date of Birth: _____ Age: _____ Race: _____ Gender: M F

Disability: YES NO

If yes, what:

Child's primary language if other than English:

Parent Information and Present Custody Information

Biological Mother: _____ DOB: _____ Phone #: _____

Biological Father: _____ DOB: _____ Phone #: _____

Child lives with (name): _____ Relationship: _____

Name of present legal guardian:

Address (if different from child's):

Siblings (list names & ages):

Who/What/When/Where

Who is the alleged offender?

Relationship to victim:

DOB:

Age:

Does the offender have access to the child? YES NO UNKNOWN

Has the child disclosed to anyone? YES NO UNKNOWN

If yes, to whom?

Who reported the abuse?

Relationship of reporter to alleged victim?

What is the allegation or report? Check all that apply

Sexual abuse Physical abuse Neglect Abduction Other:

When did the alleged incident(s) occur?

What is the report based on?

Behaviors by the child Disclosure by the child Other (please list)

What was specifically reported to the agency?

Are there any physical signs or symptoms right now? YES NO

If yes, please explain:

Has the child had a medical exam related to this concern? YES NO

By whom?

When?

Who is the child's primary medical provider?

Is the child currently in counseling? YES NO

If yes, with whom?

DFS History

Victim & Family

Previous reports of: Neglect Physical abuse Sexual abuse Other

Previous substantiations of: Neglect Physical abuse Sexual abuse Other

Suspect & Family

Previous reports of: Neglect Physical abuse Sexual abuse Other

Previous substantiations of: Neglect Physical abuse Sexual abuse Other

Law Enforcement History

Victim & Family

Criminal history Sexual abuse Domestic violence Substance abuse

Other: Who?

Suspect & Family

Criminal history Sexual abuse Domestic violence Substance abuse

Prior sexual abuse convictions? YES NO