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Court History

- As a Caseworker/Supervisor, from the Case Overview screen, select Courts from the menu on the left side of the screen.
- The Courts History screen will be displayed.

The screenshot shows the kidsTOO Case Overview interface. On the left sidebar, the 'Courts' menu item is highlighted with a red box. The main content area displays the 'Case Overview' for Case ID 49566. It includes a 'Case History' section with a table showing 'Open Date', 'Close Date', and 'Reason'. Below this is a 'Reason for Accept for Service' section with a table showing 'Referral ID/Case ID', 'Referral Date/Case Created Date', 'Accept for Service Date', and 'Type'. Both tables have pagination controls at the bottom.

Open Date	Close Date	Reason
04/30/2025		

Referral ID/Case ID	Referral Date/Case Created Date	Accept for Service Date	Type
49566	04/30/2025	04/30/2025	Case
699324	11/01/2024	04/30/2025	Referral

The screenshot displays the 'Courts' section of the Kids TOO system. The interface includes a sidebar menu, a main content area with various sections like 'Child Information', 'Hearing Information', 'Legal Status', 'Aggravated Circumstances Petition Filed', and 'Document Entries'. Callouts highlight several new features:

- "Select a Client" dropdown will only show active clients.** (Points to the 'Select a Client' dropdown in the 'Child Information' section)
- New link for PAC file next to child's name.** (Points to the 'PAC File' link next to the child's name)
- New "Include Inactive Children" checkbox.** (Points to the 'Include Inactive Children' checkbox)
- New "Court Work Due Date" column.** (Points to the 'Court Work Due Date' column in the 'Hearing Information' table)
- New menu to navigate between court documents.** (Points to the 'Court Documents' menu in the sidebar)
- New links will take user directly to the selected screen.** (Points to the 'Go to Petition', 'Go to PRA', 'Go to PHS', and 'Go to PHS' links in the 'Hearing Information' table)
- New filters have been added for Document Entries.** (Points to the 'Filters' section in the 'Document Entries' section)

Child Information: Select a Client (ID: 865042) - CP-02-CP-2021. Child Name: (04/7/2011 Age: 14) PAC File. Gender: Female. Race/Ethnicity: Black or African American, American Indian or Alaska Native / Mexican, Mexican American, Chicano.

Hearing Information:

Hearing Date	Time	Judge	Hearing	Type	Status	Court Work Due Date	Actions
01/01/2024	11:00 AM	Kelly Bigley	Aggravated Circumstances Petition Hearing	DP	Scheduled	12/17/2023	Go to Petition
01/01/2024	10:00 AM	Kelly Bigley	Permanency Review Hearing	DP	Scheduled	12/17/2023	Go to PRA
01/01/2024	09:30 AM	Kelly Bigley	In-Home Review Hearing	DP	Scheduled	12/17/2023	Go to PRA
08/01/2023	01:00 PM	Susan Abramowich	Shelter Care Hearing	DP	SCHEDULED	N/A	No Court Work Required
07/30/2023	02:00 PM	Tiffany Starnow	Shelter Care Review Hearing	DP	SCHEDULED	07/15/2023	Go to PRA
07/10/2023	09:30 AM	Eleanor Bush	Adjudicatory Hearing	DP	SCHEDULED	06/25/2023	Go to Petition Go to PHS
07/01/2023	10:30 AM	Kathryn Hens-Groo	Adjudicatory Hearing with Aggravated Circumstances	DP	SCHEDULED	06/16/2023	Go to Petition Go to PHS

Legal Status:

Type	OWPO	OWS/POS	Status	Adjudication Date
Dependency	Amber Manning	Kim McClinton		
Delinquency				

Aggravated Circumstances Petition Filed:

Powers/Guardian	Relationship	Status	Date
No results found			

Document Entries:

Filters: Document Type: All. Date From: mm/dd/yyyy. Date To: mm/dd/yyyy. Filter. Reset.

Date	Type	Approver or Filing Party
04/26/2023	Application for Emergency Protective Custody Filed	Office of Children, Youth and Families

Shelter Care Application

Gender: Male Race/Ethnicity: White / Declined to Answer Docket Number: CP-02-CP-1205 Months in Placement: N/A

Court Summaries

Dep. Petition Hearing Summary

Permanency Review Addend.

Supplemental

Others

Attachment

Hearing Notices

Witness Slip

Hearing Information

Hearing Date	Time	Judge	Hearing	Type	Status	Court Work Due Date	
11/06/2025	10:30 AM	Jazgem GdmsFgtn	Adjudicatory Hearing with Aggravated Circumstances	DP	CONTINUED	10/22/2025	Go to Petition Go to PHS
10/18/2025	12:00 PM	Tiffany Sizemore	Shelter Care Review Hearing	DP	SCHEDULED	10/03/2025	Go to PRA
02/23/2025	09:30 AM	Tiffany Sizemore	Adjudicatory Hearing	DP	SCHEDULED	02/08/2025	Go to Petition Go to PHS
11/14/2025	02:00 PM	Tiffany Sizemore	Pre-Hearing Conference	DP	SCHEDULED	10/30/2025	Generate Witness Slip Generate Hearing Notice
10/17/2025	02:30 PM	Tiffany Sizemore	Validity of Agreement Conciliation	DP	CANCELLED	N/A	No Court Work Required
09/05/2025	11:00 AM	Emanuel Oakes	Courtney Supervision Hearing	DP	SCHEDULED	N/A	No Court Work Required
07/19/2025	08:30 AM	Kersten M Frankowski	Shelter Care Hearing	DP	SCHEDULED	N/A	No Court Work Required
05/01/2025	09:00 AM	Tiffany Sizemore	Motions Hearing	DP	SCHEDULED	02/14/2025 Overdue	Generate Witness Slip Generate Hearing Notice
12/10/2024	11:00 AM	Tiffany Sizemore	In-Home Review Hearing	DP	SCHEDULED	11/25/2024 Overdue	Go to PRA
09/17/2024	01:30 PM	Tiffany Sizemore	Permanency Review Hearing	DP	SCHEDULED	09/02/2024 Overdue	Go to PRA
06/25/2024	10:00 AM	Tiffany Sizemore	Commitment Review Hearing	DP	CONTINUED	N/A	No Court Work Required
03/05/2024	11:00 AM	Tiffany Sizemore	Dispositional Hearing	DP	SCHEDULED	N/A	No Court Work Required

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New overdue tag.

- Below are a few key changes to the Court History screen:
 - “Select a Client” dropdown will now default to only show active children names, their client ID and Docket Number (if available).
 - Users must check the “Include Inactive Children” checkbox if they want to include inactive children in the “Select a Client” dropdown.
 - A new menu on the left navigation allows users to navigate to the different court documents.
 - Alternatively, the user can jump directly to a court screen by clicking the link within a row in the Hearing Information table.
 - When the user clicks the link next to child’s name, the PACfile site will open in a new window.
 - A new column has been added to the Hearing Information table that provides the Court Work Due Date.
 - A new overdue tag has been added in the Court Work Due Date column to indicate if work is overdue.
 - The user is now able to use filters for the Document Entries table.

Filings

ECA Screen

- To add an Emergency Court Action, navigate to the ECA screen and click on “New Application”.

Emergency Protective Custody Application

Select a Client: [ID: 865042] - CP-02-CP- [2021] ☐ Include Inactive Children

Child Information - [04/19/2011 Age: 14] PIC File ☐

Gender: Female Race/Ethnicity: Black or African American, American Indian or Alaska Native / Mexican, Mexican American, Chicano Docket Number: CP-02-CP- [2021] Months in Placement: N/A

Application for Emergency Protective Custody List

Created Date: [05/14/2025] Filed Date: [] Status: [In Process] **Reset** **Delete ECA** **Preview** **New Application**

New ECA - 05/19/2025

Parents/Legal Guardian or Custodian

Name	Birth Date	Age	Gender	Relationship	Address
Test Mom	04/22/1974	51	Female	Mother (Adoptive)	CONFIDENTIAL

Child Whereabouts

Address: Beaver, PA

Physical Location of Child, if other than home address: []

Judge of Record: Hon. Kathryn Hers-Greco Phone Number: []

* Reason for Request **Required**: [test]

Judge of Record

* Is a Judge currently assigned to the dependency matter? **Required**: ☒ Yes ☐ No * Judge Name **Required**: []

Next Scheduled Hearing: [mm/dd/yyyy]

Verbal Instructions from Judge

☒ Approved ☐ Denied **Reset**

* Judge Name **Required**: [] Date: [mm/dd/yyyy] Time: [HH:MM TT]

Comment: []

Petitioner's Verification

☐ The Petitioner verifies and acknowledges that the facts set forth in the petition are true and correct to the petitioner's personal knowledge, information, or belief, and that any false statements are subject to penalties of the Crimes Code, 18 Pa.C.S. § 4904, relating to unsworn falsification to authorities.

Cancel & Go Back to Dashboard Back to Court History **Save**

Annotations:

- New buttons allow the user to better manage applications. (Reset, Delete ECA, Preview, New Application)
- New required field indicators. (1/1 Required Fields, 1/2 Required Fields, 1/3 Required Fields)
- New "Reset" button will clear radio button selection.

The screenshot shows a web form for the Courts Flow process. It includes sections for 'Judge of Record', 'Verbal Instructions from Judge', 'Petitioner's Verification', and 'Approval History'. The 'Approve and Submit' button is highlighted with a red box. A callout box points to this button with the text: 'Once the user initially clicks the Save button, "Approve and Submit" button will'.

- Below are a few key changes to the ECA screen:
 1. A new "Resubmit" button has been added that will allow the user to resubmit the application in the event of a technical failure.
 2. The "Delete ECA" button will allow the user to delete the selected ECA. This access will be given to KIDS Specialist.
 3. The new required field indicators are updated as the user completes the application.
 4. Fields will be enabled in the Judge of Record section after the user selects the "Yes" radio button. *(TBD need to update after CR)*
 5. Additional fields will display in the Verbal Instructions from Judge section after the user selects either the "Approved" or "Denied" radio button.

Shelter Care Application Screen

- To add a Shelter Care Application, navigate to the Shelter Care Application screen and click on “New Application” or “New & Copy from ECA”.
- The “New & Copy from ECA” button is only enabled after an ECA for the child has been approved.
- On clicking “New Application” or “New & Copy from ECA” button the screen expands to display a new application. The user can fill in all details and click on save.

Shelter Care Application

Select a Client: (ID: 865042) - CP-02-OP-2021

Child Information (04/21/2011 Age: 14) PAC File

Gender: Female
Race/Ethnicity: Black or African American, American Indian or Alaska Native / Mexican, Mexican American, Chicano
Docket Number: CP-02-OP-2021

Shelter Care Application List

Buttons: Resubmit, Delete Shelter Care, Preview, **New & Copy from ECA**, New Application

Created Date: T1, Filed Date: T1, Status: T1
No results found

New Shelter Care Application - 05/20/2025

⚠ There has not been an approved ECA in the last 72 hours, please consider obtaining an ECA before creating the Shelter Care Application

Parents/Legal Guardian or Custodian (0/1 Required Fields)

Name	Birth Date	Age	Gender	Relationship	Address
Test Mom	04/22/1974	51	Female	Mother (Adoptive)	CONFIDENTIAL

Child Whereabouts (0/2 Required Fields)

Address: Beaver, PA

***Protective Custody Required**

☐ Child is NOT in Protective Custody

☐ Child remains in home but is in imminent risk of placement in Foster Care absent preventative services

☐ Child is in Protective Custody (removed from home) and under supervision of the country agency

Location of Child:

Judge of Record: Hon. Kathryn Hens-Greco
Phone Number:

***Reason for Request Required**

Petitioner's Verification (0/1 Required Fields)

☐ The Petitioner verifies and acknowledges that the facts set forth in the petition are true and correct to the petitioner's personal knowledge, information, or belief, and that any false statements are subject to penalties of the Crimes Code, 18 Pa.C.S. § 4904, relating to unsworn falsification to authorities.

Cancel & Go Back to Dashboard | Back to Court History | **Save**

Callouts:

- New banner will display when user creates a new application but and ECA has not been created or approved.
- New buttons allow the user to better manage applications.
- "New & Copy from ECA" allows the user to quickly create a new application.

- Below are a few key changes to the Shelter Care Application screen:
 1. A new “Resubmit” button has been added that will allow the user to resubmit the application in the event of a failure.
 2. The “Delete Shelter Care” button will allow the user to delete the selected Shelter Care application. This access will be given to KIDS Specialist.
 3. A user can quickly create a new Shelter Care Application by selecting “New & Copy from ECA” button. This button is enabled once an ECA been approved. This button will allow the user to copy over the latest approved ECA into the Shelter Care fields.
 4. If a user clicks the “New Application” button when an ECA has either not been created or has been created but not approved, a yellow banner will display as a reminder to the user that an ECA should be approved and submitted within the last 72 hours, first.

Petitions

- Dependency Petitions, Aggravated Circumstances Petitions, and Dependency & Aggravated Circumstances Petition are available to view and create from the same screen. To navigate to this screen the user will click on “Petitions”.
- The user can view all existing petitions from the same Petition List.
- Additionally, user may select to create any of these petitions from the same screen. From the Petitions screen, the user will select “New Petition”, the screen will refresh, and the user will then select the type of petition to create. The user can then fill out all details and click Save.

Petitions

Select a Client: [ID: 865042] - CP-02-DP- [2021] ☐ Include Inactive

Child Information: [04/21/2011 Age: 14] PAC File ☐

Gender: Female Race/Ethnicity: Black or African American, American Indian or Alaska Native / Mexican, Mexican American, Chicano Docket Number: CP-02-DP- [2021] N/A

Petition List

New buttons allow the user to better manage applications.

All petition types are shown within the same Petition List table.

Created Date	Hearing Date	Hearing Time	Judge/H.O.	Updated Date	Petition Type	Status	Amend #
05/14/2025	07/10/2025	09:30 AM	Bush, Eleanor L.	05/14/2025	Dependency Petition	In Process	0
05/14/2025	07/01/2025	10:30 AM	Hens-Greco, Kathryn	05/14/2025	Dependency & Aggravated Circumstances	In Process	0

New Petition

All three Petition Types can be created from Petition screen.

Petition Type

☐ Dependency Petition ☐ Aggravated Circumstances Petition ☐ Dependency & Aggravated Circumstances Petition

Hearing Information

Hearing Date	Time	Judge	Hearing	Type	Status	Reason
07/01/2025	10:30 AM	Kathryn Hens-Greco	Adjudicatory Hearing with Aggravated Circumstances	DP	SCHEDULED	
07/10/2025	09:30 AM	Eleanor Bush	Adjudicatory Hearing	DP	SCHEDULED	
07/30/2025	02:00 PM	Tiffany Sizemore	Shelter Care Review Hearing	DP	SCHEDULED	
08/01/2025	01:00 PM	Susan Abramovich	Shelter Care Hearing	DP	SCHEDULED	
01/01/2026	09:30 AM	Kelly Bigley	In-Home Review Hearing	DP	Scheduled	
01/01/2026	10:00 AM	Kelly Bigley	Permanency Review Hearing	DP	Scheduled	
01/01/2026	10:00 AM	Kelly Bigley	Shelter Care Hearing	DP	Scheduled	
01/01/2026	11:00 AM	Kelly Bigley	Aggravated Circumstances Petition Hearing	DP	Scheduled	
01/01/2026	11:30 AM	Kelly Bigley	Adjudicatory Hearing	DP	Scheduled	

Parents/Legal Guardian or Custodian

Name	Birth Date	Age	Gender	Relationship	Address
Test Mom	04/22/1974	51	Female	Mother (Adoptive)	CONFIDENTIAL

Cancel & Go Back to Dashboard Back to Court History

02/24/25

- Below are a few key changes to the Petitions screen:
 - A new “Resubmit” button has been added that will allow the user to resubmit the application in the event of a failure.
 - The “Delete Petition button will allow the user to delete the selected petition application. This access will be given to KIDS Specialist.
 - Users can create any of the listed petition types from the Petition screen.
 - The Affidavit of Service section has been updated with new fields.
 - Witness Slips and Hearing Notices can now be created from the Petition screen.
 - Note:** If hearing notice generates more than 1 report, example JC8 and JC13, the system will open 2 windows to display the reports. User needs to ensure they have Allowed the multiple pop-up window setting to view both reports. This will be a 1-time activity for a user.
 - Go to the main KIDSTOO window and allow the Pop-ups as shown below.

The screenshot shows a web browser window with the URL uat1-kids2.allegheycounty.us/courts/permanencyreview. The page displays a form for the "Permanency Review" section. The form includes three main input areas:

- * Behavioral Health (i.e. for each child: treatment recommendations from assessments, therapeutic interventions)** with a text area labeled "v13vt3".
- * Mother (i.e. treatment/service needs, services attending or offered, progress, visitation, Mother's wishes, placement/visitation) Required** with a text area labeled "t3vtr".
- * Father (i.e. treatment/service needs, services attending or offered, progress, visitation, Father's wishes, placement/visitation) Required** with a text area labeled "v3t".

At the bottom of the form, there are buttons for "Save" and "Next". Below the form, there is a section for "Approval" with links for "Cancel & Go Back to Dashboard" and "Back to Court History". At the very bottom, there are buttons for "Witness Slips" and "Hearing Notices".

A "Pop-ups blocked" dialog box is open in the center of the screen, showing the URL <https://uat1-kids2...ort?reqParam=reqbody1>. The dialog has two options: "Always allow pop-ups and redirects from https://uat1-kids2.allegheycounty.us" (selected) and "Continue blocking". There are "Manage" and "Done" buttons at the bottom of the dialog.

Court Summaries

Dependency Petition Hearing Summary

- To navigate to the Dependency Petition Hearing Summary, the user will click “Dep. Petition Hearing Summary” from the menu on the left side of the screen.

By default, the table will load summaries for all children in case/referral. Users can filter to view a specific child if needed.

New button allowing user to delete selected summary.

Users can select one or multiple children to include in a new summary.

Dependency Petition Hearing Summary

Filter
Client Name: All ☐ Include Inactive Children

Dependency Petition Hearing Summary List

Created Date	Hearing Date	Hearing Time	Judge/H.O.	Updated Date	Children	Status	Version #
05/09/2025	07/01/2025	10:30 AM	Hens-Greco, Kathryn	05/21/2025	[Redacted]	In Process	0
04/29/2025				04/30/2025	[Redacted]	In Process	0
04/29/2025				04/30/2025	[Redacted]	In Process	0

New Summary - 05/21/2025

Hearing Information

Hearing Date	Time	Judge	Hearing	Type	Children
07/01/2025	10:30 AM	Kathryn Hens-Greco	Adjudicatory Hearing with Aggravated Circumstances	DP	[Redacted]
07/10/2025	09:30 AM	Eleanor Bush	Adjudicatory Hearing	DP	[Redacted]
01/01/2026	11:30 AM	Kelly Bigley	Adjudicatory Hearing	DP	[Redacted]

Include Clients

Select Child(en)

Client does not have a court hearing scheduled. Contact your KIDS Specialist to verify Docket

Name	Birth Date	Age	Gender	Race	Ethnicity	Docket No.	Hearing Participant
[Redacted]	04/21/2011	14	Female	Black or African American, American Indian or Alaska Native	Mexican, Mexican American, Chicano	CP-02-OP-[Redacted]-2021	Yes
[Redacted]	09/21/2016	8	Female	Black or African American, American Indian or Alaska Native	Mexican, Mexican American, Chicano	[Redacted]	No
[Redacted]	02/25/2010	15	Female	Unable to Determine	Unable to determine	CP-02-OP-[Redacted]-2025	No
Joy Rebello	04/22/2008	17	Male	Black or African American	Mexican, Mexican American, Chicano	[Redacted]	No
Test Child	02/15/2013	12	Male	White, Black or African American	Cuban	CP-02-OP-[Redacted]-2025	No

Parents/Legal Guardian or Custodian

Name	Birth Date	Age	Gender	Address	Children
Test Mom	04/22/1974	51	Female	CONFIDENTIAL	[Redacted]

Save

Cancel & Go Back to Dashboard Back to Court History

- The user can click “New Summary” and the screen will expand to display a new summary template where one or multiple children can be selected. Once the user selects the clients to include in the summary and clicks save, the template expands further and the user can fill in all details and click on save.

Dependency Petition Hearing Summary

Cover Page [Hearing Summary](#) [Recommendation](#) [Further Recommendation](#) [Participants](#) [Affidavit of Service](#)

✓ Affidavit of Service 3/5 Required Fields

The undersigned hereby certifies that a copy of the within Hearing Notice, Court Summary and all referenced attachments have been provided to the following on the date and called by the time stamp hereon and in the matter as indicated herein.

#1. It is necessary for you to be present, and you may bring any witnesses you desire.

#2. We are planning to send a written report to the court so that it is not necessary for all parties to attend the hearing. Enclosed is a copy of the report for your review. If you are not in agreement with this please contact your caseworker at the phone number listed below.

Relationship	Name	Address	Certified Mail	Mailed	Personal Service	Interoffice Mail	Unable to Send	Inclusion Notice
Mother of	Test Mom	Confidential	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	#1 <input type="checkbox"/> #2 <input type="checkbox"/>
Legal Guardian	Test Other	Confidential	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	#1 <input type="checkbox"/> #2 <input type="checkbox"/>
Child over 14 Years of age			<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Child Advocate for		Confidential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
CASA (if Applicable)			<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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✓ Additional Hearing Notices (JC8)

#1. It is necessary for you to be present to give pertinent information. If you are Physically handicapped and/or need special arrangements for entry to Juvenile Court, please contact them at 412-350-0210 at least 48 hours in advance. If hearing is in a regional office, please contact the caseworker to make arrangements.

#2. Enclosed is a copy of the report for your review.

#3. Notice to foster parents/Caregivers: The Juvenile Act requires that you receive notice of this hearing however, your attendance is not required but you may attend if you so desire. Child(ren) have to attend unless waived by Child Advocate. You have an opportunity to be heard at this time.

Relationship	Name	Child(ren) Name	Address	Inclusion Notice
Parent Advocate	Test Attorney			#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/>
CASA	Testcollateral Other			#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/>
Medical Decision Maker	Seedstfuds			#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/>
Neighbor				#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/>
Private Attorney				#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/>
Child Advocate			- Select an option -	#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/>
CASA				#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/>

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✓ Hearing Locations

*Hearing Locations *Required*

- Select an option -

✓ Transition And Family Service Plans

Latest Transition Plan Date: mm/dd/yyyy

Latest Family Plan Date: mm/dd/yyyy

✓ Goal & Location

Child Client Name	Court's Current Goal	Caregiver's Name	Current Whereabouts
	- Select an option -	Home	Home
	- Select an option -	Home	Home

Save

Approval

Cancel & Go Back to Dashboard Back to Court History

Witness Slips **Hearing Notices**

Witness Slips and Hearing Notices can now be created from the summary screen.

- Below are a few key changes to the Petitions screen:
 1. A new filter allows the user to view one child's information or all children's information in the list table.
 2. A new delete button has been added to allow users the ability to delete a selected summary. This access will be given to KIDS Specialist.
 3. When creating a new summary, users can select one or more children to include in that summary.
 4. The Affidavit of Service section has been updated with new fields.
 5. Witness Slips and Hearing Notices can now be created from the summary screen.

Permanency Review Addendum

- To navigate to the Permanency Review Addendum screen, the user will click “Permanency Review Addend.” from the menu on the left side of the screen.
- From here, users can filter to view a specific child or all children in the addendum list table.

Permanency Review Addendum

Permanency Review Addendum List

Filter

Client Name: All

Include Inactive Clients: ☐

Buttons: Delete Addendum, Amend, New Addendum

Created Date	Hearing Date	Hearing Time	Judge/H.O.	Updated Date	Children	Status	Version #
05/12/2025	07/30/2025	02:00 PM	Sizemore, Tiffany E.	05/21/2025	[Redacted]	In Process	0

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New Addendum

Hearing Information

Hearing Date	Time	Judge	Hearing	Type	Children
07/30/2025	02:00 PM	Tiffany Sizemore	Shelter Care Review Hearing	DP	[Redacted]
01/01/2026	09:30 AM	Kelly Bigley	In-Home Review Hearing	DP	[Redacted]
01/01/2026	10:00 AM	Kelly Bigley	Permanency Review Hearing	DP	[Redacted]

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Include Clients

Select Child(ren)

⚠ Client does not have a court hearing scheduled. Contact your KIDS Specialist to verify Docket

Name	Birth Date	Age	Gender	Race	Ethnicity	Docket No.	Hearing Participant
[Redacted]	04/21/2011	14	Female	Black or African American, American Indian or Alaska Native	Mexican, Mexican American, Chicano	CP-02-OP-[Redacted]-2021	Yes <input checked="" type="checkbox"/>
[Redacted]	09/21/2016	8	Female	Black or African American, American Indian or Alaska Native	Mexican, Mexican American, Chicano	CP-02-OP-[Redacted]-2025	No <input type="checkbox"/>
[Redacted]	02/25/2010	15	Female	Unable to determine	Unable to determine	CP-02-OP-[Redacted]-2025	No <input type="checkbox"/>
[Redacted]	04/22/2008	17	Male	Black or African American	Mexican, Mexican American, Chicano	CP-02-OP-[Redacted]-2025	No <input type="checkbox"/>
[Redacted]	02/15/2013	12	Male	White, Black or African American	Cuban	CP-02-OP-[Redacted]-2025	No <input type="checkbox"/>

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Parents/Legal Guardian or Custodian

Name	Birth Date	Age	Gender	Address	Children
Test Mom	04/22/1974	51	Female	CONFIDENTIAL	[Redacted]

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Save

Cancel & Go Back to Dashboard Back to Court History

- The user can click “New Addendum” and the screen will expand to display a new template where one or multiple children can be selected. Once the user selects the clients to include in the summary and clicks save, the template expands further, and the user can fill in all details.
- Alternatively, if the user wishes to amend an existing addendum, they will select the addendum from the list table and click “Amend”.

Witness Slip

Selected Addendum - 05/21/2025

Hearing Information

Include Clients

Permanency Review Addendum

Copy from Previous Addendum

Cover Page

Permanency

Recommendations

Parents/Guardians

Further Recommendation

Participants

Affidavit of Service

Summary of Services and Casework Activities

Face-to-Face Contacts with the Child and Family

Services Provided (i.e. transportation support, contracted services)

Referrals made for services and/or evaluations (i.e. All Community, Contracted referrals and assessments, evaluations needed and why needed)

Family Finding Efforts

Concrete Goods Provided

Meetings scheduled/held regarding the Family (i.e. Conferencing/Teaming meetings, ITM, Child Option Meetings)

Summary of Family's Progress in Reaching the Objective

Placement (i.e. Where is the child(ren) placed, what agency is providing supervision, if sibling group are they placed together, concurrent planning?)

Education (i.e. for each child where enrolled, grade, attendance, academic performance, discipline concerns, IEP, 504 Plan, education decision maker)

Medical (i.e. for each child medical and immunizations up to date, dental up to date, any special medical needs/concerns)

Behavioral Health (i.e. for each child treatment recommendations from assessments, therapeutic interventions attending, progress being made)

Mother (i.e. treatment/service needs, services attending or offered, progress, visitation, Mother's wishes, placement/visitation)

Father (i.e. treatment/service needs, services attending or offered, progress, visitation, Father's wishes, placement/visitation)

Save

Next

Approval

Approval History

Requester Worker

Requested Date

Approved/Not Back Worker

Approval/Not Back Date

Status

No results found

20 1 of 0

Request Approval

Requesting Worker

Amber Manning

Requesting Date

5/21/2025

Approving Worker

Amber Manning - IN TAKE 1

Witness Slips

Hearing Notices

Cancel & Go Back to Dashboard

Back to Court History

The system will copy over from the last approved addendum.

Modernized wording of some questions.

Witness Slips and Hearing Notices can now be created from the addendum

Witness Slips and Hearing Notices can now be created from the summary screen.

- Below are a few key changes to the addendum screen:
 1. A new filter allows the user to view one child's information or all children's information in the list table.
 2. A new delete button has been added to allow users the ability to delete a selected addendum. This access will be given to KIDS Specialist.
 3. When creating a new addendum, users can select one or more children to include in that addendum.
 4. The Affidavit of Service section has been updated with new fields.
 5. Witness Slips and Hearing Notices can now be created from the supplemental screen.
 6. Some questions on the Permanency tab have been re-worded.

Supplemental

- To navigate to the Supplemental screen, the user will click “Supplemental” from the menu on the left side of the screen.
- From here, users can filter to view a specific child or all children in the supplemental list table.

Users can choose to filter to see all children or a specific child.

New button allowing user to delete selected supplemental.

Users can select one or multiple children to include in a new supplemental.

The screenshot displays the Kids TOO Supplemental screen. The left sidebar contains a menu with options: Back, Courts, Court History, Filings, ECA, Shelter Care Application, Petitions, Court Summaries, Dep. Petition Hearing Summary, Permanency Review Addend., Supplemental, and Others. The main content area is titled 'Supplemental' and includes a 'Supplemental List' table with columns for Type, Created Date, Children, and Status. A 'Filter' button is located next to the table. Below the table is a 'New Supplemental - 05/22/2025' form with a 'Hearing Information' section containing a table of hearings. At the bottom, there is an 'Include Clients' section with a 'Select Child(ren)' table and a 'Parents/Legal Guardian or Custodian' table. A 'Delete Supplemental' button is located above the 'New Supplemental' form.

Type	Created Date	Children	Status
Supplemental	05/22/2025	Amy Paul	In Process

Hearing Date	Time	Judge	Hearing	Type	Children
07/01/2025	10:30 AM	Kathryn Mens-Greco	Adjudicatory Hearing with Aggravated Circumstances	DP	
07/10/2025	09:30 AM	Eleanor Bush	Adjudicatory Hearing	DP	
07/20/2025	01:00 PM	Tiffany Sizemore	Shelter Care Review Hearing	DP	
07/30/2025	02:00 PM	Tiffany Sizemore	Shelter Care Review Hearing	DP	
08/01/2025	01:00 PM	Susan Abramovich	Shelter Care Hearing	DP	
01/01/2026	09:30 AM	Kelly Bigley	In-Home Review Hearing	DP	
01/01/2026	10:00 AM	Kelly Bigley	Permanency Review Hearing	DP	
01/01/2026	10:00 AM	Kelly Bigley	Shelter Care Hearing	DP	
01/01/2026	11:00 AM	Kelly Bigley	Aggravated Circumstances Petition Hearing	DP	
01/01/2026	11:30 AM	Kelly Bigley	Adjudicatory Hearing	DP	

Name	Birth Date	Age	Gender	Race	Ethnicity	Docket No.	Hearing Participant
	04/21/2011	14	Female	Black or African American, American Indian or Alaska Native	Mexican, Mexican American, Chicano	CP-02-OP-2021	Yes
	09/21/2016	8	Female	Black or African American, American Indian or Alaska Native	Mexican, Mexican American, Chicano		No
	02/25/2010	15	Female	Unable to Determine	Unable to determine	CP-02-OP-2025	No
	04/22/2008	17	Male	Black or African American	Mexican, Mexican American, Chicano		No
	02/15/2013	12	Male	White, Black or African American	Cuban	CP-02-OP-2025	No

Name	Birth Date	Age	Gender	Address	Children
Test Mom	04/22/1974	51	Female	CONFIDENTIAL	

- The user can click “New Supplemental” and the screen will expand to display a new template where one or multiple children can be selected. Once the user selects the clients to include in the summary and clicks save, the template expands further, and the user can fill in all details.
- Alternatively, if the user wishes to amend an existing supplemental, they will select the supplemental from the list table and click “Amend”.

Selected Supplemental - 05/22/2025

Attachment
Hearing Notices
Witness Slip

> **Hearing Information**

> **Include Clients**

Supplemental Info

Cover Page | Supplemental | Participants | **Affidavit of Service**

Affidavit of Service 1/2 Required Fields

The undersigned hereby certifies that a copy of the within Hearing Notice, Court Summary and all referenced attachments have been provided to the following on the date and called by the time stamp herein and in the matter as indicated herein.

#1. It is necessary for you to be present, and you may bring any witnesses you desire.

#2. We are planning to send a written report to the court so that it is not necessary for all parties to attend the hearing. Enclosed is a copy of the report for your review. If you are not in agreement with this please contact your caseworker at the phone number listed below.

Relationship	T1	Name	T1	Address	Certified Mail	Mailed	Personal Service	Interoffice Mail	Unable to Send	Inclusion Notice
Mother of [REDACTED]	Test Mon	[REDACTED]	Confidential	[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	#1 <input type="radio"/> #2 <input type="radio"/>
Child over 14 Years of age:	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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Additional Hearing Notices (JC8)

#1. It is necessary for you to be present to give pertinent information. If you are Physically handicapped and/or need special arrangements for entry to Juvenile Court, please contact them at 412-350-0210 at least 48 hours in advance. If hearing is in a regional office, please contact the caseworker to make arrangements.

#2. Enclosed is a copy of the report for your review.

#3. Notice to foster parents/Caregivers: The Juvenile Act requires that you receive notice of this hearing however; your attendance is not required but you may attend if you so desire. Child(ren) have to attend unless waived by Child Advocate. You have an opportunity to be heard at this time.

Relationship	Name	T1	Child(ren) Name	Address	Inclusion Notice
Parent Advocate	Test Attorney	[REDACTED]	[REDACTED]	[REDACTED]	#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/>
CASA	Testcollateral Other	[REDACTED]	[REDACTED]	[REDACTED]	#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/>
Medical Decision Maker	Sadaf/fufufu	[REDACTED]	[REDACTED]	[REDACTED]	#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/>
Neighbor	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/>
Private Attorney	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/>
Child Advocate	[REDACTED]	[REDACTED]	- Select an option -	[REDACTED]	#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/>
CASA	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/>

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Hearing Locations

*Hearing Locations *Required*

- Select an option -

Transition And Family Service Plans

Latest Transition Plan Date Latest Family Plan Date

mm/dd/yyyy B mm/dd/yyyy

Goal & Location

Child Client Name Court's Current Goal Caregiver's Name Current Whereabouts

[REDACTED] - Select an option - Home Home

Approval

Cancel & Go Back to Dashboard Back to Court History

Witness Slips Hearing Notices

Save

Witness Slips and
Hearing Notices can
now be created from
the supplemental
screen.

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 2. A new delete button has been added to allow users the ability to delete a selected supplemental. This access will be given to KIDS Specialist.
 3. When creating a new supplemental, users can select one or more children to include in that supplemental.
 4. The Affidavit of Service section has been updated with new fields.
 5. Witness Slips and Hearing Notices can now be created from the supplemental screen.

Others

Attachments

 *(TBD need to update after CR)*

Hearing Notices

- To add a Hearing notice, navigate to the Hearing Notices screen and click on “New Hearing Notice”
- On clicking “New Hearing Notice” button the screen expands to display a new application.
- Once the user selects the hearing information, clients and collateral contacts, the system will generate the appropriate notices.

02/24/25

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Witness Slips

- To create a new Witness Slip, navigate to the Witness Slip screen and click on “New Witness Slip”
- On clicking “New Witness Slip” button the screen expands to display a new application.
- Once the user selects the hearing information, clients and collateral contacts, the system will generate the appropriate notices.

Witness Slip

Filter
Witness Slip List

New Witness Slip

Hearing Information

Hearing Date	Time	Judge	Hearing	Type	Children	Reason
07/01/2025	10:30 AM	Kathryn Hens-Greco	Adjudicatory Hearing with Aggravated Circumstances	DP		
07/10/2025	09:30 AM	Eleanor L. Bush	Adjudicatory Hearing	DP		
07/20/2025	01:00 PM	Tiffany Scamone	Shelter Care Review Hearing	DP		
07/30/2025	02:00 PM	Tiffany Scamone	Shelter Care Review Hearing	DP		
08/01/2025	01:00 PM	Susan Abramowicz	Shelter Care Hearing	DP		
01/01/2026	09:30 AM	Kelly E. Bigley	In-Home Review Hearing	DP		
01/01/2026	10:00 AM	Kelly E. Bigley	Shelter Care Hearing	DP		
01/01/2026	10:00 AM	Kelly E. Bigley	Permanency Review Hearing	DP		
01/01/2026	11:00 AM	Kelly E. Bigley	Aggravated Circumstances Petition Hearing	DP		
01/01/2026	11:30 AM	Kelly E. Bigley	Adjudicatory Hearing	DP		

☐ Hearing is not scheduled

Include Clients

Select Child(ren)

▲ Client does not have a court hearing scheduled. Contact your KIDS Specialist to verify Docket

Name	Birth Date	Age	Gender	Race	Ethnicity	Docket No.	Hearing Participant
	04/21/2011	14	Female	Black or African American, American Indian or Alaska Native	Mexican, Mexican American, Chicano	CP-02-09-2021	Yes
	08/21/2016	8	Female	Black or African American, American Indian or Alaska Native	Mexican, Mexican American, Chicano		No
	02/25/2010	15	Female	Unable to Determine	Unable to determine	CP-02-09-2025	No
	04/22/2008	17	Male	Black or African American	Mexican, Mexican American, Chicano		No
	02/19/2013	12	Male	White, Black or African American	Cuban	CP-02-09-2025	No

Goal & Location

Child Client Name: [Select an option]

Court's Current Goal: [Select an option]

Caregiver's Name: [Home]

Current Whereabouts: [Home]

Transition And Family Service Plans

Latest Transition Date: []

Latest Family Service Plan Date: []

Parents

Name	Birth Date	Age	Gender	Relationship	Address	Children
Test Mom	04/22/1974	51	Female	Mother (Biological)	CONFIDENTIAL	

Cancel & Go Back to Dashboard | Back to Court History

[Back To Top](#)