

# Utah Division of Child and Family Services Southwest Region 2016-2017

## *Action Plan for Decline in Teaming, Enduring Safety and Permanency (Long-Term View), Child & Family Plan, and Intervention Adequacy.*

**Responsible Party:** Supervisors, Child Welfare Administrators (CWA), Assistant Regional Directors (ARD), and Regional Director (RD)

**Target Date for Completion:** To begin by January 3, 2017 and ongoing

Indicator to address	Action Items
<b>Teaming</b>	<ol style="list-style-type: none"> <li>1. Supervisors will attend at least one Child and Family Team Meeting (CFTM) every month with each caseworker and conduct a Finishing Touches review (FTI) with the caseworker for that case, focusing special attention on Teaming, Planning, ESP/LTV, and Intervention Adequacy. They will report their feedback and recommendations for practice improvement to caseworkers. Every two months during Southwest Leadership Team meetings (SWLT) they will report on the following:               <ol style="list-style-type: none"> <li>a. Are the right people attending CFTMs (parents, child, foster parents, school, therapist, other family members, and informal/formal supports, etc.)?</li> <li>b. Do parents have a voice in developing the agenda and what is going to be accomplished during CFTMs?</li> <li>c. Are those team members not attending CFTMs given updates and a chance to give input by having post or pre-team meeting?</li> <li>d. What are you seeing regarding participation, everyone having a common view, ownership, and effectiveness?</li> <li>e. Are caseworkers using CFTM agenda and are the right items being covered?</li> <li>f. Report on results from FTIs conducted.</li> </ol> </li> </ol>
<b>Enduring Safety and Permanency (Long-Term View)</b>	<ol style="list-style-type: none"> <li>1. Enduring Safety and Permanency will be an agenda item at CFTMs with a focus on the following: What will safety and permanency look like for this child? What is the primary and concurrent plan? How can we improve the child's enduring safety and permanency? What will need to happen for us to achieve enduring safety and permanency? Are we working the concurrent goal? Are the child's TAL services being implemented? Supervisors will observe CFTMs to monitor this item.</li> <li>2. Caseworkers will utilize the new Enduring Safety and Permanency worksheet (with HomeWorks integrated) with families to assist them in developing their ESP/LTV. Supervisors will monitor this item.</li> <li>3. Caseworkers will utilize the new Enduring Safety and Permanency worksheet (with HomeWorks integrated) to assist in discussing the primary goal and the concurrent goal at the team meetings to get feedback and ensure that team members understand the Enduring Safety and Permanency.</li> <li>4. Supervisors will observe CFTMs to monitor the above items.</li> <li>5. Every two months during (SWLT) Supervisors will report on the above items.</li> <li>6. CWAs, supervisors, and caseworkers will identify and refer cases that could benefit from a</li> </ol>

Indicator to address	Action Items
	<p>Permanency Round Table (PRT). Supervisors will report every two months during SWLT on cases identified for PRTs and results from PRT held.</p>
<p><b>Child &amp; Family Plan</b></p>	<ol style="list-style-type: none"> <li>1. Supervisors will coach caseworkers during FTIs on developing the written Child &amp; Family Plans. Supervisors will observe CFTMs to monitor/give feedback on the planning process and will ensure that: <ol style="list-style-type: none"> <li>a. The written plan flows from the family/UFACET and Child &amp; Family Team and has been individualized and specific to the child/children, parent/s, and substitute caregivers, and updated when changes have occurred.</li> <li>b. That mothers, fathers, stepparents, all applicable caretakers, and all applicable children are involved in the development of the plan.</li> <li>c. The written plan addresses each person's needs (Protective Factors) and UFACET scores of 2 or 3.</li> <li>d. The array of service/intervention (including the intensity level) and supports match the need (will bolster Protective Factors and reduce UFACET scores to below 2) and is likely to achieve enduring safety and permanency for the child(ren).</li> <li>e. The written plan reflects the Enduring Safety and Permanency and (UFACET) for the child and family.</li> <li>f. Finally the supervisor will sign and approve the plan only after it meets the above criteria.</li> </ol> </li> <li>2. Supervisors will report every two months during SWLT on the above items.</li> </ol>
<p><b>Intervention Adequacy</b></p>	<ol style="list-style-type: none"> <li>1. Caseworker and team members during CFTMs will review if appropriate services are being provided.</li> <li>2. Supervisors will monitor that caseworkers involve the family in the development of specific strategies to help the family in their change process.</li> <li>3. Informal and formal supports will be identified and used as part of intervention.</li> <li>4. Team members will review support services to see if they are producing desired results, and of sufficient power and fit, and delivered in a timely manner.</li> <li>5. The caseworker and team members will help parents to see a clear and concise outline of what interventions are court ordered and what issues have been identified for action by the UFACET.</li> <li>6. Supervisors will monitor the above items during CFTMs, FTIs, and report on progress during SWLT every two months.</li> </ol>
<p><b>Teaming, Enduring Safety &amp; Permanency (Long-Term View), Child &amp; Family Plan, and Intervention Adequacy.</b></p>	<ol style="list-style-type: none"> <li>1. The Practice Improvement Coordinator (PIC) will review 20 cases every three months and report on these results in January, March, and June.</li> <li>2. The PIC will provide monthly LTV/ESP reports, Plans-due reports, and CFTM reports to supervisors and CWAs.</li> <li>3. The PIC will provide QCR training in each office.</li> <li>4. The PIC will update all Practice Model worksheets to reflect HomeWorks language.</li> <li>5. The PIC will send region's progress on PIP to the State Practice Improvement Team.</li> </ol>