

SUPERVISOR TIPS FOR CAP FRAMEWORK

1. Use the CAP Framework as a starting place to organize case information. When FSWs present their cases, ask the Three Questions, and then move into more detailed sections.
2. Have FSWs bring a draft CAP Framework to supervision for one-on-one consultation.
3. When working with a group or coaching an FSW, walk through the CAP Framework with them, ask what purpose, core question, or decision the worker needs help with. Make sure they understand what they need to be focused on.
4. Let the FSWs know that the CAP Framework does not need to be perfect. Remind them that the framework is there to help them organize their thoughts and stay focused.
5. For each case you discuss with the FSW, have them try to determine the reason the case opened with behavioral description and impact on child. Within the CAP Framework, the harm and worry statements can help clarify the reason for involvement.
6. For a balanced CAP Framework, ask exception questions for the items that are listed as worries.
7. Listen for the exceptions to the worries within the "empty spaces."
8. If everything the FSW talks about is strength or safety, do a detailed exploration of the reason for referral and any potential harm or vice versa. Both lists should be similar in length.
9. Listen for past or current trauma. Ask how that trauma might affect the child.
10. Use CAP Framework language in conversations about the families and cases with whom the FSWs are working:
 - **Examples of using CAP Framework language:** Is this a true harm/safety threat or complicating factor? Is this safety or strength? Has this family's risk level reduced? Has service participation increased caregiver actions of protection of the child? How can we continue to build on family strengths and resources to shore up their network to support reunification/case closure?
11. Encourage FSWs to raise issues and ask questions they need to discuss, but do not allow the conversation to move toward topics that are not relevant to the CAP Framework (it is easy to become sidetracked by all of the details that are involved regarding the case).
 - Guide the conversation back toward what FSWs need to focus on (the CAP Framework) and move the process along.
12. Encourage FSWs to share their success stories using the CAP Framework tools so other FSWs can see that it is being used in the field!