	Title	**1**	Unit 4 Section 1: DCFS Policies, Procedures, and SDM tools New Family Service Worker Training
	Greetings	**2**	Welcome to the Child Maltreatment Policy and SDM System training! This training section provides an overview of some of the frequently-referenced policies and procedures that FSWs may encounter while working in the field.
	Policy Overview	**3**	Let's look at policy... There is no one, discrete section of policy that deals with being on-call on the job. Instead, you need to know how to find the policies/procedures on the following: Initiation of a report/timeframes for initiation DCFS/CACD Interagency Agreement Team Decision Making Differential Response Emergency custody and removal Medical evaluations Placement
	Policies	**4**	You aren't expected to memorize all these policies. However, you do have to know that there are policies that guide you in the above situations, know how to find them, and know how to apply them. Click HERE to view and downloadd a copy of the DCFS Policy & Procedure Manual
	Interagency Agreement	**5**	One important document is the DHS/CACD MOU* Interagency Agreement. This agreement is located in CHRIS Net under Agreements. It is listed as DHS and ASP (Arkansas State Police) Agreement. DHS and ASP renegotiate the Interagency Agreement every year. So, it is always good to check this resource in August to see if there were significant changes. This agreement is located in, CHRISNet, under Agreements. **[Open DHS/CACD MOU 4.1.1]**
	Switch Gears	**6**	Let's switch gears and do a quick review of safety threats and risks. During the last unit, we introduced you to the Structured Decision Making (SDM) system and the SDM Safety Assessment tool.
	SDM System Ready	**7**	Let's take a moment to refresh our memory of what the SDM system is. The SDM system is a system informed by: · Research · Policy · best practice It contains a suite of decision-support tools that promote safety and well-being for children and adults.
	Safety Threats	**8**	We learned that safety threats are about the short-term. They present a need to act now, without which a child may be harmed within the next 24 to 48 hours. During the assessment, staff are looking for serious and imminent threats to a child.
	Risk	**9**	What did we learn about risk? Risk is about the long-term. Instead of serious and imminent threats or harm, we are asking about the likelihood that there will be involvement with DCFS in the next one to two years.
	Danger and Risk	**10**	Remember ... It is important to know the distinctions between serious danger and risk. Risk refers to the likelihood of a future event happening. For example, if you are said to be at risk for heart disease or a heart attack, it means that you have conditions and characteristics present that increase your likelihood of having a heart attack. The risk of having a heart attack is a lot different from experiencing chest pains and other symptoms of a heart attack. The treatment is also a lot different.

	Imminent Danger	**11**	Two key terms used in the SDM system are imminent danger and risk. These terms are used to prioritize the information found during the SDM assessments. We start with danger (Safety Assessment) in order to determine whether there is a problem that needs to be addressed right now. Then, we take a little more time to consider risk (and the Risk Assessment), because the risk is further in the future.
	SDM Safety Assessment	**12**	Now that we have conducted a brief ~~review~~ overview of the SDM system, let's take a moment to look at the SDM Safety Assessment Definitions. Click on the box below to open the handout on SDM Safety Assessment Definitions. **[Click here to open Handout 4.1.2]**
	Primary Goal	**13**	As you review the definitions, remember DCFS's primary goal: to assess the safety of children by considering the factors that make the situation safe or unsafe.
	SDM On-going tools	**14**	Now, let's learn a bit about the SDM Ongoing Tools. The SDM System is a full-system approach to help FSWs better serve clients by integrating new practice, research, and engagement strategies. The 3 SDM Ongoing Tools are: The SDM Family Case Plan Tool The Risk Reassessment The Reunification Assessment These assessment tools integrate and blend together effectively with good social-work practices to allow assessment and decision-making processes to occur in partnership with families.
	SDM On-going tools	**15**	Click each icon to find out more about the purpose of each assessment tool, when to use them, and an example of what they will look like: SDM family case plan tool The risk reassessment The reunification assessment
	SDM family case plan tool (Cont'd)	**16**	The 4 Main Purposes of the Family Case Plan Tool: Drag each card to learn more about the purposes of the Family Case Plan Tool • Identify critical family needs that should be addressed in the Family Case Plan. • Identifying family strengths • Identify critical family needs that prevent safety in the family and conditions related to worries about possible future harm. • Helps with planning effective interventions with the family. FSWs must conduct the Family Case Plan Tool Assessment for every referral that is promoted to a case.
	SDM family case plan tool (Cont'd)	**17**	The Family Case Plan Tool must be: Conducted within 30 days of the case opening, and prior to the initial Family Case Plan. Reviewed every 90 days to inform the Family Case Plan update. The Family Case Plan Tool identifies priority areas and essential objectives to address in the Family Case Plan.
	SDM family case plan tool areas	**18**	Each area in the assessment represents a significant area of family functioning that may support or impede a family's ability to maintain children's safety, permanency, and well-being. The items/areas of the Family case plan tool include Caregiver areas and Child areas. Click below to the next slide to view the items for the Family Case Plan Tool and download a copy.

	SDM family case plan tool Areas list	**19**	CAREGIVER AREAS 1. SN1. Resource Management/Basic Needs 2. SN2. Physical Health 3. SN3. Parenting Practices 4. SN4. Social Support System 5. SN5. Household and Family Relationships 6. SN6. Intimate Partner Violence 7. SN7. Substance Use 8. SN8. Mental Health 9. SN9. Prior Adverse Experiences/Trauma 10. SN10. Coping Skills 11. SN11. Cognitive/Developmental Abilities 12. SN12. Other Identified Caregiver Strength or Need (not covered in SN1 – SN11)
	SDM family case plan tool Areas list	**20**	CHILD AREAS 1. CSN1. Emotional/Behavioral Health 2. CSN2. Trauma 3. CSN3. Child Development 4. CSN4. Education 5. CSN5. Social Relationships 6. CSN6. Physical Health 7. CSN7. Alcohol/Drugs 8. CSN8. Delinquent Behavior 9. CSN9. Family of Origin Relationships 10. CSN10. Relationship With Substitute Care Provider (if child is in care experiencing foster care) 11. CSN11. Transitional Youth Services (if age 14 or older) 12. CSN12. Other Identified Child Strength or Need (not covered in CSN1 – CSN11) **[Click Here to view and download a copy of the Family Case Plan Tool]**
	Risk Reassessment	**21**	The 3 Main Purposes of the Risk Reassessment: Drag each card to learn more about the purposes of the Risk Reassessment Whether the risk has been reduced sufficiently to allow a case to be closed. Whether the risk level remains high and whether services should continue. Whether the caregiver's behaviors and actions have changed due to the Family Case Plan
	Risk Reassessment	**22**	FSWs must complete a Risk Reassessment every 90 Days; For each open case in which all children remain in the home or If a child has been returned home, family maintenance services are provided. The risk reassessment combines items from the initial risk assessment with additional items that evaluate a family's progress toward Family Case Plan goals. Ten items are included in the risk reassessment, and definitions for the items accompany them.
	Risk Reassessment Items	**23**	There are two types of Risk Assessment Overrides: Policy overrides Discretionary Overrides After determining the scored risk level, an FSW must assess whether any override conditions are present, based on the most recent review period. [Click the arrow below to go to the next slide and view the items for the Risk Reassessment and download a copy.]
	Risk Reassessment Items	**24**	RISK ASSESSMENT ITEMS... • R1. Prior investigations • R2. Household previously received ongoing child protection services • R3. Primary caregiver has a history of abuse or neglect as a child • R4. Current or historical characteristics of children in the household

	Risk Reassessment	**25**	The following case observations pertain to the period since the last assessment or reassessment. • R5. New investigation of abuse or neglect since the initial risk assessment or the last reassessment • R6. Primary or secondary caregiver alcohol and/or drug misuse since the last assessment or reassessment • R7. Adult relationships in the home • R8. Primary caregiver mental health since the last assessment or reassessment • R9. Primary caregiver provides physical care of the child that: • R10. Caregiver's progress with family case plan goals (as indicated by behavioral change) Click Here to view and download a copy of the Risk Reassessment Tool
	Reunification Assessment	**26**	The 3 Main Purposes of the Reunification Assessment: Drag each card to learn more about the purposes of the Reunification Assessment • Be reunified with the removal household or another household with a legal right to care. • Be maintained in care while reunification services continue. • Transition to concurrent goals for permanency.
	Reunification Assessment	**27**	After establishing a Family Case plan, DCFS requires a family case plan review at least every 90 days. Each review should begin with an SDM Reunification Assessment to inform the recommendations made. The components of the Reunification Assessment: Evaluate safety, caregiver engagement with the child, and risk. Describes the family case plan guidelines. Records the family case plan goal.
	Reunification Assessment	**28**	A reunification assessment should be completed no more than 30 calendar days before completing each family case plan, recommending reunification, or if a change occurs in the permanency planning goal. The reunification assessment should always be conducted when the reinstatement of parental rights is being considered; It is NOT used to assess potential kinship or other permanent placements. Click Here to view and download a copy of the Reunification Assessment Tool
	Reunification Assessment	**29**	Caregivers must demonstrate that the safety threat that led to removal has either been resolved or can be controlled by an immediate safety plan involving their network and the available supports. Results from the Reunification Assessment and the assessment of parent-child interaction provide a presumptive recommendation for each child. Hold down each button below to reveal potential Reunification Assessment recommendations: • Reunification. • Maintaining the current plan (in pursuit of reunification). • Transitioning to the current goal for permanent placement.
☑	**Review**	**30**	Safety Threats focus on the short-term threat to a child, while Risk examines _____? A. Potential Resource Homes **Long-term Likelihood of future DCFS involvement** C. Child Permanency D. Safety Assessment
☑	**Review**	**31**	What are the key terms that are frequently used in the SDM system? (select all that apply) **Imminent Danger** **Safety** X. Adoption/Fostercare **Risk.**
☑	**Review**	**32**	What are the new SDM Ongoing tools called? (Select all that apply) **Family Case Plan Tool** **Reunification Assessment** **Risk ReAssessment** X. Risk Assessment

	Review	**33**	Match Each Assessment to its relevant definition: Family Case Plan Tool >>>>>>>> **This tool must be conducted within 30 days of the case opening, prior to the initial Family Case Plan, and reviewed every 90 days to inform the family case plan update.** Risk ReAssessment Tool>>>>>.>>**FSWs must complete this assessment every 90 Days for each open case in which all children remain in the home, if a child has been returned home, or if family maintenance services are provided.** Reunification Assessment>>>>>>>>>**Helps assess whether children in care should be reunified with the removal household/another household with a legal right to care, remain in care while services continue, or transition to a concurrent goal for permanency.**
	Congratulations	**34**	Congratulations! You have completed Unit 4 Section 1. Click [Exit Activity] at the top of the page to exit the training.

	TOC	S#	New Slides (Published 07/2024)
	Title	**1**	Unit 4 Section 2: Introduction to Preparing for Timely Permanence New Family Service Worker Training
	Assessments Overview	**2**	This training section provides an overview of assessments along with an introduction to concurrent planning. "Safety of the children is the primary goal of the Division of Children and Family Services." During new worker training, staff will learn how to accurately assess safety and risk. You will also learn the difference between assessment as a process and assessment as a product.
	Assessment	**3**	Assessment is the ongoing gathering of information and determining how that information fits with information you already have. It also means figuring out if the new facts indicate a change in safety and/or risk.
	SDM Safety Assessment Tool	**4**	As you have learned from the previous training, the SDM assessments start with the first contact with the family. The SDM Safety Assessment tool is used to identify: · current safety threats · the family's strengths · safety-planning capacities · safety interventions
	Assessment Tools in Arkansas	**5**	Previously, we identified the assessment tools used in Arkansas. They are the SDM Assessment tools and the CANS/FAST.
	SDM Assessment Components	**6**	The SDM Safety and Risk Assessment are the initial safety assessments completed during a maltreatment investigation/DR assessment. There are three components of the SDM Safety and Risk Assessment. 1. SDM Safety Assessment 2. SDM Safety Assessment Immediate Safety Plan 3. SDM Risk Assessment

	Safe or Unsafe	**7**	The SDM Assessment was designed to help agency staff determine whether a child is safe or unsafe. SDM Assessments are completed during the investigation or DR assessment and throughout the life of the case. This means: · Assessment is ongoing · Staff are conducting assessments during each contact with the family · Assessment tools are updated during various milestones of the case
	FAST	**8**	Family Advocacy and Support Tool (FAST) The FAST is the family assessment instrument used for all In-Home service cases (this includes supportive services cases).
	CANS	**9**	Child and Adolescent Needs and Strengths (CANS) The CANS is the assessment tool used for any child that is removed and placed in Out-of-Home Care.
	Permanency Planning	**10**	Permanency Planning Let's talk about planning for permanency. Permanency planning begins with the first contact with the child and family and continues with a sense of urgency until the child leaves foster care to join a permanent family.
	Permanency Planning	**11**	The child's health and safety shall be of paramount concern through the process. When a child enters out-of-home care, staff are tasked with establishing or setting permanency goals. The selection of a permanency goal clarifies for everyone involved in the child's life the type of permanent home being sought for the child.
	Permanency Planning	**12**	DCFS' primary permanency goals are listed below (in order of preference and possibility): · Maintain children in own home · Reunify with caregivers · Placement with kin · Adoption ·Emancipation · Another Planned Permanent Living Arrangement (APPLA) · Guardianship
	Permanency Planning	**13**	When a child is removed from their home, staff are also required to establish a secondary permanency goal or backup plan. Establishing a backup plan is called Concurrent Planning.

	Concurrent Planning	**14**	Procedure VI-A6: Concurrent Planning Concurrent planning includes working towards the goal of returning the child to the original caregivers while concurrently working on alternative permanent placements. Concurrent planning is done for all out-of-home placements except for those cases where the court determines no reasonable efforts to provide reunification services.
	Concurrent Planning	**15**	Concurrent Planning is required by the Adoption and Safe Families Act. It is an approach that seeks to: · Eliminate delays in getting permanent families for children/youth in care · Shorten a child's/youth's stay in care by promoting more than one permanent family solution at a time.
	Concurrent Planning Goals	**16**	Concurrent Planning Goals: · Adoption · Placement with kin · Emancipation · APPLA · Guardianship
	Backup Plan	**17**	Many times concurrent planning is discussed as if it is something separate and apart from the case planning process. It is nothing more than having a backup plan, and collecting information needed to implement that plan or those plans at the same time a worker is concentrating on the first plan.
	Remember	**18**	Things to remember about concurrent planning · Concurrent planning is a backup plan to use if the original plan does not work for some reason. Think of it as a fast track to permanence. · Concurrent planning is working towards the goal of reunification and completing action steps for an alternative permanency goal at the same time with full knowledge of all participants.
	Reflection	**19**	Reflection ... What are some benefits to Concurrent Planning? Be prepared to discuss these benefits in class.
	Permanence Goals	**20**	By selecting primary and secondary permanence goals, you have successfully created a concurrent plan. Again, both plans need to be worked simultaneously to ensure timely permanence. Click the button below to access the Best Practice Card: Concurrent Planning. This resource is also available in CHRISNet. **[Click to open Handout 4.2.1]**

☑	**Review**	**21**	The SDM Assessment tool is used to identify current safety threats, the family's strengths, safety-planning capacities, and safety interventions. **True**/False
☑	**Review**	**22**	The Family Advocacy and Support Tool (FAST) is used for Out-of-Home Services. True/**False**
☑	**Review**	**23**	Which of the following assessment tools are used in Arkansas? **CANS/FAST** **SDM Safety and Risk Assessment**
	Congratulations	**24**	Congratulations! You have completed Unit 4 Section 2. Click [Exit Activity] at the top of the page to exit the training.

	TOC	S#	New Slides (Published 07/2024)
	Title	**1**	Unit 4 Section 3: Concurrent Planning for Timely Permanence New Family Service Worker Training
	Welcome!	**2**	This training section will give you an opportunity to explore the ways concurrent planning is conducted in your area. As stated in previous training, permanency begins with the first contact with the child and family and continues with a sense of urgency until the child leaves out-of-home care to join a permanent family.
	Remember…	**3**	Remember the concurrent plan goals: · Adoption · Emancipation · Placement with kin · Another Planned Permanent · Living Arrangement (APPLA) · Guardianship
	Staff Roles	**4**	Each staff member who comes in contact with the child or family plays a very important role. Your role or job is to gather as much information as possible about the family. You don't know when this information is going to be needed to help the child reach timely permanence. Let's look at some primary roles of key staff and the general information they would gather.
	Differential Response Specialist	**5**	Information the Differential Response Specialist will need to gather: · Obtain names and identifying information for household members and extended family members · Names and addresses for fathers that are not household members
	Investigator Information Needed	**6**	Information that an Investigator will need to gather: Father's name, address, birth date, and place of employment Mother's name, address, birth date, and place of employment Other relatives' names, addresses, and birth dates Custodial parents of all siblings' names, addresses, and birth dates

	Caseworker Information Needed	**7**	Information Caseworkers will need to gather: · Birth Records · School records · Medical records · Vision Records · Psychological evaluations/reports · PACE evaluation · Immunization records · Background information · Information about siblings
	Caseworker Information Needed	**8**	Information Caseworkers will need to gather: · Background related to the child · Identifying information for family members · Names, birth dates, addresses, Social Security numbers, relationships, willingness and ability to serve as a guardian, volunteer or kin placement
	Adoption Specialst Information Needed	**9**	Information the Adoption Specialist will need to gather: · Information to develop and implement the family case plan for the identified permanency goals · Names, birth dates, and addresses for kin
	Role for the Resource worker	**10**	Role for the Resource worker: · Recruit resource families · Approve resource homes · Monitor homes to ensure compliance with licensing standards
	Each Role	**11**	Each person that comes in contact with the child and family plays a significant role in keeping the child safe and moving toward permanency. Now that we have gone through the information needed by and primary roles of key staff, think about how each role supports the other.
	Reflect	**12**	Take a minute to reflect on how you will engage in concurrent planning and how you will support the other team members to ensure timely permanency. Document your response and bring it to your classroom training.
	Planning for Permanency	**13**	In summary, planning for permanency starts with the first contact with the family and continues until the child in care achieves permanency. Each staff person who comes in contact with the child or family plays a very important role. Your role or job is to gather as much information as possible about the family. You don’t know when this information is going to be needed to help the child reach timely permanence.

☑	**Review**	**14**	Identify the concurrent plan goals. Another Planned Permanent Living Arrangement (APPLA) Emancipation Placement with kin **All of the Above**
☑	**Review**	**15**	The role of each person that comes in contact with a child or family is to gather as much information as possible about the family. **True**/False
	Congratulations	**16**	Congratulations! You have completed Unit 4 Section 3. Click [Exit Activity] at the top of the page to exit the training.