

**Organization of Worker Pre-Service Content  
September, 2005**

<b>Module</b>	<b>Units</b>	<i>Some modules are broken down into units. Sometimes that's because it works better structurally, sometimes it's because not all functions require all of a module.</i>	<b>Access</b>	<b>Initial Assessment</b>	<b>On-Going</b>	
1	Introduction	A	Brief overview of child welfare system	√	√	√
			Scope of job per Chapters 48, 938			
			Philosophical/value base of child welfare (e.g., strengths-based practice; helper/authority role; per legislative requirements as in ASFA, CFSR)			
			Ethical standards including: confidentiality, boundaries/dual relationships, & cultural competence			
	B	Worker safety	√	√	√	
2	WiSACWIS			√	√	√
				√	√	√
				√	√	√
3	Safety		Managing Safety	√	√	√
			Protective plan	√	√	√
		A	Impending danger threats	√	√	√
			Safety plan (present dangers)	√	√	√
			In-home safety services	√	√	√
		B	Developing conditions for return and reasonable efforts	√	√	√
			Safety in placement	√	√	√
		C	Safety vs risk	√	√	√
			Present danger threats	√	√	√
			D	eWiSACWIS	√	√
4	Development & Dynamics of Human Behavior	A	Child development	√	√	√
		B	Dynamics of maltreatment (physical, sexual abuse/neglect)	√	√	√
		C	Effects of maltreatment	√	√	√
		D	Signs of abuse/neglect	√	√	√
		E	Separation and loss, Impact of	√	√	√
			Removing children; impact of	√	√	√
		F	Domestic violence: basic knowledge	√	√	√
		G	AODA; knowledge of issues	√	√	√
		H	Mental health; basic knowledge	√	√	√
		J	eWiSACWIS	√	√	√

5	Accessing the System	Information gathering (Title IV-E, child support, relative placement)	√	√	√
		Access Standards	√	√	
		Investigative Standards	√	√	
		Criteria for screening in-screening out	√	√	
		eWiSACWIS	√	√	√
6	Initial Assessment	Functions of initial assessment		√	
				√	
				√	
		eWiSACWIS		√	
7	Working with Families	Engaging families		√	√
		Maintaining family's involvement in process		√	√
		Involuntary families-relatives; approaching and working with		√	√
		Join with family to set goals, track progress			√
		Family group conferencing			√
		Including father/father's family in all appropriate places			√
		Helping families plan and manage change over the long haul (includes stages of change)			√
8	Case Planning & Development	Case preparation protocol (review file, gather information, collaterals, culture)		√	√
		Transitioning from initial assessment to ongoing		√	√
		Family assessment (content)		√	√
		Developing case plan (goals, outcomes)			√
		Case progress evaluation			√
		Case closing with client/families			√
		Documentation (Integrated into each of above)	√	√	√
		Ongoing Service Standards (Integrated into each of above)			√
		Teaming		√	√
		Working with other agencies/systems	√	√	√
		CPS as community responsibility; understanding of		√	√
		Linking families with community resources; How to	√		√
		Match resources to family needs (connect family to community)		√	√
		Roles of community partners (law enforcement, court, schools)	√	√	√
		Timeframes for activities/reports (Integrated) [need to have way to integrate all timelines, e.g., court, IV-E, permanency, case process]	√	√	√
eWiSACWIS	√	√	√		

9	Court		Court documents (review, court reports, etc.)		√	√
			Preparation for court (worker)		√	√
			Protocol for removing a child		√	√
			Court processes (understanding & working effectively within)		√	√
10	Permanency	A	I.C.W.A.	√	√	√
		B	MEPA		√	√
		C	Accessing placement resources (kinship, relative, alternate care)		√	√
			Maintaining and supporting placements		√	√
			Preparing families for placement		√	√
			Concurrent planning (philosophical & practice implications)		√	√
			ASFA (safety, permanence, well-being & concurrent planning from legal standpoint)		√	√
			eWiSACWIS		√	√
		D	Alternative care services			√
			Terminating parental rights			√
			Reasonable Efforts (separated from another item)			√
			Permanency planning [including HSF 56, Chaffee Act (independent living)]			√