

# week one agenda

## Essential Elements of Child Welfare Practice

**Week One:** October 30 – November 3 | **Week Two:** November 13 - 17 | **Week Three:** November 27 – December 1

Portland State University Child Welfare Partnership Training Unit | 626 High Street NE, Suite 400  
Salem, OR 97301 | cwpsalem.pdx.edu | (503) 371-4267

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### Monday, October 30

#### Introductions and Housekeeping

Joanna Crawford  
Dan Garris

**9:00 – 10:30**

- Become familiar with the mission, goals, values and key aspects of child welfare work.

#### Evaluations and Observations

Kirstin O'Dell  
Jeffrey Asprocolas

**10:30 – 11:15**

- Become familiar with the evaluation activities for the Essential Elements of Child Welfare Practice.

#### Oregon Safety Model Review

Dan Garris  
Jose Maciel

**11:15 – 12:00**

- Understand basic Oregon Safety Model concepts.

#### Screening

Joanna Crawford  
Jose Maciel

**1:00 – 4:30**

- Know how to categorize calls received by screening.
- Know how to make a caller feel at ease when taking a report.
- Identify the types of information to gather from the caller, collateral contacts, OR-Kids and other data systems.
- Be able to determine whether a referral requires an assignment and the appropriate response, including cross reporting requirements.
- Demonstrate the ability to take a screening call and determine the appropriate response.

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### Tuesday, October 31

#### Principles of Engagement and Partnership Parent Panel

Shantika Green  
Joanna Crawford

**9:00 – 4:30**

- Become familiar with the principles of partnership.
- Know the benefits of family engagement and how it impacts the change process.
- Gain insight into one's own cultural backgrounds, beliefs, values and biases and how it impacts engagement and decision making.
- Identify tools and techniques for family and community engagement.
- Understand the reasons for resistance and identify techniques to work through resistance.
- Gain insight into the experience of parents who have been involved with the child welfare system.
- Know how to engage with a family during a first encounter.

# week one agenda

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## Wednesday, November 1

### Steps in Conducting a CPS Assessment

Andrea Bellows  
Dan Garris

9:00 – 12:00

- Understand moderate to high needs and Oregon's dispositional findings.
- Know the legal requirements and practice elements in preparing for and conducting a comprehensive safety assessment.
- Know the legal requirements of Karly's law as it pertains to the CPS assessment process.
- Understanding the importance and obligation of child welfare to contact tribes and involve them when applicable in the comprehensive safety assessment.
- Know the importance and obligation of child welfare to notify legal fathers and involve them in the child welfare assessment.

### Medical Diagnosis

Dr. Jan Bays  
Andrea Bellows

1:00 – 4:00

- Become familiar with differential diagnosis as a process for determining whether child maltreatment has occurred.
- Know what constitutes physical abuse, sexual abuse, and neglect and those medical conditions which may mimic abuse.
- Know the child welfare agency's role and responsibilities when collaborating with child advocacy centers and multi-disciplinary teams during child maltreatment assessments.

### Review of Vicarious Trauma and the Importance of Self-Care Strategies

Andrea Bellows  
Dan Garris

4:00 – 4:30

- Recognize healthy and appropriate strategies to address vicarious trauma, including self-care techniques.

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## Thursday, November 2

### Gathering Information for the Comprehensive CPS Assessment

Joanna Crawford  
Andrea Bellows

9:00 – 4:30

- Identify the information that needs to be gathered related to each of the six domains and the sources from which it can be gathered.
- Know how to use strengths-based, trauma-informed, and culturally responsive interviewing strategies with children and families involved in the CPS assessment process.
- Know strategies to engage with a child in a legally sound interview process based on development, age and cognitive ability.

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## Friday, November 3

### Assessing for Present Danger OR Kids Documentation

Jose Maciel  
Joanna Crawford

Groups 1 – 3  
9:00 – 12:00

Groups 4 – 6  
1:30 – 4:30

- Be able to determine if present danger is occurring using a case scenario.
- Know how to develop both in-home and out-of-home protective action plans.

### Introduction, Parent Interview, and Child Interview Simulations

Groups 4 – 6  
9:00 – 12:30

Groups 1 – 3  
1:00 – 4:30

- Demonstrate ability to make an initial contact and introduction to a parent.
- Demonstrate ability to assess a home environment for safety.
- Demonstrate ability to interview a parent.
- Demonstrate ability to interview a child.

# week two agenda

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### Monday, November 13

#### Domestic Violence

Andrea Bellows  
Shelly Field

9:00 – 11:30

- Understand the unique dynamics of domestic violence in child welfare cases.
- Understand the impact of domestic violence on children.
- Identify case management strategies that are effective in working with families impacted by domestic violence.
- Become familiar with the Safe and Together model<sup>1</sup>

#### Neglect

Andrea Bellows  
Daniel Schneider

11:30 – 2:15

- Identify the types and contributing factors of neglect.
- Identify strategies and services when responding to neglect.

#### Sexual Abuse

Andrea Bellows  
Daniel Schneider

2:15 – 4:30

- Understand child sexual abuse and sexual exploitation.
- Identify strategies for working with the non-offending parent and sexually exploited children.

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### Tuesday, November 14

#### Assessing for Impending Danger and Developing Safety Plans

Andrea Bellows  
Jose Maciel

9:00 – 3:15

- Understand how to apply the safety threshold criteria to determine if an impending danger safety threat is occurring in the family.
- Identify the criteria for an in-home and an out-of-home safety plan.
- Identify ways to create trauma-informed, culturally responsive safety plans.
- Know how to identify and use safety services and safety service providers.
- Know how to develop and monitor ongoing safety plans.

#### Out of Home Abuse Allegations

Andrea Bellows  
Jose Maciel

3:15 – 4:30

- Identify the unique dynamics associated with abuse allegations in certified foster homes.
  - Become familiar with Oregon Administrative Rule, procedure, Senate Bill 1515, and best practices related to children in out-of-home placements.
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# week two agenda

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## Wednesday, November 15

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### Substitute Care Placement Practice

Shelly Field  
Shantika Green

9:00 – 4:30

- Recognize ways to support substitute care providers and enhance successful placements.
  - Become familiar with substitute care placement procedure and practice.
  - Monitoring the safety, permanency, and well-being of children in substitute care.
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## Thursday, November 16

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### Visitation

Shantika Green  
Shelly Field

9:00 – 12:00

- Understand visitation through a trauma-informed lens.
  - Understand the role of visitation in supporting and maintaining attachment.
  - Know how to create, implement, and document individualized visitation plans.
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### Legal Issues

Shelly Field  
Andrea Bellows

1:00 – 4:30

- Identify strategies to engage and support case participants (parents, incarcerated parents, children, grandparents, caregivers, and the tribe) in court.
  - Understand the types of juvenile dependency hearings, their timing, purpose, and findings.
  - Understand the basic roles and responsibilities of the caseworker in court.
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## Friday, November 17

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### Ongoing Family Assessments and Case Plans

Andrea Bellows  
Daniel Schneider

9:00 – 4:30

- Know how to determine and document conditions for return.
  - Identify the difference between safety services and change services.
  - Identify strategies for engaging parents in the case planning process.
  - Understand the role and significance of the case plan, including timelines and mandates.
  - Identify strategies for measurement and evaluation of progress.
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# week three agenda

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### Monday, November 27

#### Monitoring Child Safety, Permanency, and Well-being

Shelly Field  
Frannie McMahon

9:00 – 4:30

- Know the importance of building relationships with children to assess and manage for safety, permanency, and well-being needs.
- Know the importance of building relationships with families, tribes, community partners, and service providers to enhance the safety, permanency, and well-being of children and young adults.
- Understand the importance of engaging and collaborating with substitute caregivers to ensure safety, permanency, and well-being of children and young adults.
- Identify necessary steps to take when a new safety threat is identified, a safety plan is determined to be insufficient, or a violation of a certification standard has occurred.

### Tuesday, November 28

#### Planning for Reunification and Meeting Expected Outcomes

Joanna Crawford  
Andrea Bellows

9:00 – 4:30

- Know the strategies for preparing children and families for reunification.
- Recognize when conditions for return have been met.
- Know how to monitor child safety upon reunification.
- Understand the change process and recognize when expected outcomes are met.
- Know the process for closing a child welfare case, including how to transition out of a family's life.

### Wednesday, November 29

#### Elements of Permanency Planning and Concurrent Plans

Daniel Schneider  
Shelly Field

9:00 – 4:30

- Understand concurrent permanency planning and its components.
- Know how to determine the concurrent permanency plan.
- Identify the differences between adoption, guardianship, placement with a fit and willing relative, and APPLA.
- Understand the importance of engagement and collaboration when determining and implementing the permanent plan.
- Know the structure and purpose of a permanency committee.

# week three agenda

## Thursday, November 30

### Promoting Attachment and Lifelong Connections

Shelly Field  
Joanna Crawford

9:00 – 4:30

- Know how to effectively engage in difficult conversations with children and young adults related to permanency.
- Know strategies for building, supporting, and maintaining a child's attachment.
- Know the challenges concerning sibling placement planning.

## Friday, December 1

### Preventing Disruptions

Daniel Schneider  
Shelly Field

9:00 – 10:30

- Understand the importance of sharing information with caregivers.
- Identify the stages of placement disruption.
- Identify intervention strategies for each stage of disruption.

### Maintaining Lifelong Connections Panel

Daniel Schneider  
Shelly Field

10:30 – 12:00

- Understand the importance, benefits, and challenges of lifelong connections for children.
- Gain insight into methods for preparing children, birth parents, and caregivers for maintaining connections.

### Knowledge Assessment

Kirstin O'Dell  
Jeffrey Asprocolas

1:00 – 4:30