

Agency Name: _____

Agency Contact Name: _____

Competency Categories and Topics		Training Material that addresses each topic Include page/ slide numbers *	Comments	Approval Status
Child Welfare Mission and Value Training				
Topic 1	Know the mission of child welfare services as protecting children from maltreatment and assuring their safety in stable, permanent families, while having their well-being needs met.			
Topic 2	Understand how a family-centered, strengths-based, and culturally responsive approach to child protection can support and sustain the rights and relationships with at-risk children and families			
Topic 3	Understand the importance of being trauma informed including the potential serious negative impact of separation, out-of-home placement, and lack of permanency on attachment, child development, and family emotional stability and understand the need for timely permanence.			

Check the "Forms" Webpage for the current version and disregard previous versions. This form may not be altered without prior approval.

Distribution:
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Role of Child Welfare Agencies

Topic 1	Understand the child welfare system's responsibility to ensure children's permanence by providing reasonable efforts to prevent out-of-home placement, reunify children and families timely or pursue permanent alternative placement through adoption, legal custody, or guardianship.			
Topic 2	Understand that safety and risk run on a continuum and the importance of balancing the legal authority of the parent, while ensuring child safety.			
Topic 3	Know provisions of federal laws governing child welfare practice i.e. CAPTA, ICWA, ASFA, and the state laws that implement their provisions.			

Culture and Diversity

Topic 1	Know definitions and fundamental concepts of cultural humility and diversity.			
Topic 2	Understand how cultural differences in verbal and nonverbal communication can impact the casework relationship and create misunderstandings.			
Topic 3	Understand how culturally based differences in parenting and childcare practices can influence the assessment of child safety.			

Engagement				
Topic 1	Understand how building rapport and establishing a trusting casework relationship utilizing the skills of empathy, respect, and genuineness can enhance the effectiveness of the interview and increase the accuracy of the communication.			
Topic 2	Understand how to utilize the following interview strategies: observation, active listening, supportive responses, solution focused questions, motivational interviewing: open-ended questions, affirmations, reflections, and summarization.			
Topic 3	Understanding the change cycle and recognizing sustain versus change talk. Know interviewing strategies to address conflict and to de-escalate emotionally tense situations in order to discuss critical issues.			

Teaming

Topic 1	Understand the importance of identifying naturally occurring support systems within the immediate and extended family, neighborhood, and community while utilizing informal and formal supports.			
Topic 2	Understand ways that protective factors including family resilience and resourcefulness, constructive coping skills, inter-familial support, and community-based networks can mitigate risk factors and help families protect their children.			
Topic 3	Understand the importance of diligent search and know how to use genograms and eco- maps to gather information about family structure, relationships, and sources of family or community support.			

Assessment

Topic 1	Understand the importance of conducting a global assessment to identify family strengths and concerns by utilizing formal and informal assessment strategies.			
Topic 2	Know age-appropriate expectations for children's behavior at different stages of development.			
Topic 3	Understand how exposure to trauma can impact child development and attachment. Know how to identify and respond to trauma- reactive behaviors.			

Topic 4	Understand the importance of on-going quality contacts and assessment with the child(ren) and families to assess safety and case progress.			
Planning				
Topic 1	Know strategies to introduce the discussion of permanency issues during the family assessment, and to engage and empower immediate and extended family members and supports to focus on permanence for the children throughout the life of the case.			
Topic 2	Understand how to develop individualized family permanency plans that encompass strengths while addressing all concerns identified through the assessment process.			

Topic 3	Aware of the caseworker's responsibility to help family members remain invested in and involved with their children in placement from the first contact and throughout the life of the case by ensuring visitation.			
Implementation				
Topic 1	Aware of worker's role as case manager to help families access needed services to promote children's healthy development.			
Topic 2	Recognize the worker's pivotal role in helping families successfully complete case plan objectives toward reunification.			

Tracking				
Topic 1	Understand the caseworker's responsibility to monitor and evaluate the effectiveness of services provided by other agencies or providers.			
Topic 2	Understand the necessity of periodic case reassessment with the family to discuss progress, barriers to progress, and update the plan to document any needed changes and assure the services are meeting the family team's needs.			
Self-Awareness				
Topic 1	Understand factors that may bias the worker's interpretation of individuals' and families' behavior and communication such as the worker's own cultural perspective, pre-conceived expectations, and the context of the situation.			

Topic 2	Know strategies to ensure the caseworker's safety during on-going family services work with families.			
Topic 3	Develop strategies to organize workload and manage time and priorities so assigned tasks are completed within required timeframes and can manage personal stress related to child welfare work.			
Topic 4	Staff will understand their own personal triggers and develop strategies to identify and combat stressors and maintain emotional regulation.			

Trauma Informed Behavior Management Techniques

Topic 1	Understanding of policy 19.12 Behavior Management and use of effective behavior management skills.			
Topic 2	Skills to support placement stability and transitions through effective teaming, planning and service delivery.			

Competency Assessment

Topic 1	Written test in combination with observation with documentation of assessment results.			
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Foster Parent Training (if applicable)

Topic 1	Therapeutic Model utilized to train foster parents			
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CPR/FA Training

Topic 1	CPR Model utilized to train staff and foster parents			
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DCS Reviewer(s): _____

Date Reviewed: _____

* Please ensure you are accessing most current policy from the DCS internet: <https://www.tn.gov/dcs/program-areas/qi/policies-reports-manuals/policies.html>

* If utilizing DCS Pre-Service curriculum, please identify the trainer certified as a Provider Pre-Service trainer who is delivering the content.