




## Foundations of Supervision (FOS) Sequence

**Key:**




<b>Online Preparation</b> 	<b>Field Work</b> 	<b>Instructor Led</b> 
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Training Session	Credits	Notes
<i>9000: Foundations of Supervision</i> <i>Module 1: Introduction to Foundations of Supervision</i>	1 (online) 	Must be completed prior to any other modules

Module 1 sets the foundation for the rest of the series and your new role through a focus on the Pennsylvania Child Welfare Competencies, self-care, professional development planning, and developing a personal supervisory vision statement. *Introduction to Foundations of Supervision* also provides a preview of the format and expectations for your completion of the training series.

Learning Objectives:




- Identify the process for participating in and completing *Foundations of Supervision* (FOS)
- Examine the Simulation and TBL™ models
- Review the supervisor’s role in achieving outcomes through the use of competencies
- Recognize the PA Child Welfare Competencies and the PA Child Welfare Practice Model from a supervisory perspective
- Develop a plan for professional growth
- Establish a supervisory vision statement

Training Session	Credits	Notes
<i>9000: FOS Module 2: Supervisory Roles and Professional Boundaries</i>	1 (online) 	Available after Module 1, must be completed prior to Module 2 instructor-led training session
<i>9000: FOS Module 2: Supervisory Roles and Professional Boundaries – Field Work</i>	1 (online) 	Available after Module 2 online module, must be completed prior to Module 2 instructor-led training session
<i>FOS Module 2: Supervisory Roles and Professional Boundaries</i> (includes simulation)	12 (2 days – instructor led) 	Participants must have a laptop, tablet, or electronic device with Wi-Fi capability

Module 2 introduces the many roles and responsibilities of a supervisor in child welfare practice. Roles and Boundaries is an overview of the ethics of supervision, role transitions, and the importance of setting and maintaining boundaries as a supervisor. In this module you will draft a vision statement, professional-development plan, and self-care plan. The Module 2 instructor-led training session includes simulations with a Standardized Client portraying a direct service worker supervisee.

Learning Objectives:

- Identify key attributes of a supervisor role within child welfare practice
- Establish a personal vision of your role as a supervisor
- Demonstrate how to establish and maintain professional boundaries as a supervisor




Training Session	Credits	Notes
<i>9000: Foundations of Supervision Module 3: Agency Infrastructure and Ecosystem</i>	2 (online) 	Available after Module 2, must be completed prior to Module 3 instructor-led training session
<i>FOS Module 3: Agency Infrastructure and Ecosystem - Field Work</i>	1 (online) 	Available after Module 3 online, must be completed prior to Module 3 instructor-led training session
<i>FOS Module 3: Agency Infrastructure and Ecosystem</i>	6 (1 day - instructor led) 	Participants must have a laptop, tablet, or electronic device with Wi-Fi capability

Module 3 provides a more in-depth study of the environment in which supervisors and supervisees work every day. The module begins by exploring the federal and state laws, policies, and funding sources and then proceeds to recent child welfare trends. The module also covers the skills needed to partner with teams such as community partners.

The module also explores your unit's relation to the larger mission and work of the agency. Relationships with both internal and external partners are reviewed, along with the alignment of the unit with non-agency stakeholders.

Learning Objectives:




- Situate and integrate the mission and work of the agency into the federal and state child welfare environment
- Understand how the public child welfare system implements continuous quality improvement (CQI) to achieve better outcomes for children
- Understand how to assemble and develop teams
- Situate and integrate the mission and work of a unit into the larger mission and work of the agency
- Align and connect the work of the unit with non-agency stakeholders

Training Session	Credits	Notes
<i>9000: FOS Module 4: Using Child Welfare Data</i>	1 (online) 	Available after Module 3, must be completed prior to Module 4 instructor-led training session
<i>9000: FOS Module 4: Using Child Welfare Data– Field Work</i>	1 (online) 	Available after Module 4 online, must be completed prior to Module 4 instructor-led training session
<i>FOS Module 4: Using Child Welfare Data</i>	6 (1 day - instructor led) 	Participants must have a laptop, tablet, or electronic device with Wi-Fi capability

Module 4 examines the interpretation and utilization of data and other assessment information within child welfare to continuously improve outcomes for children.

Learning Objectives:




- Interpret and utilize data and other assessment information
- Collect, interpret, and utilize child welfare data at the unit level

Training Session	Credits	Notes
<i>9000: FOS Module 5: Workforce Development</i>	2 (online) 	Available after Module 4, must be completed prior to Module 5 instructor-led training session
<i>9000: FOS Module 5: Workforce Development – Field Work</i>	1 (online) 	Available after Module 5 online, must be completed prior to Module 5 instructor-led training session
<i>FOS Module 5: Workforce Development</i>	6 (1 day - instructor led) 	Participants must have a laptop, tablet, or electronic device with Wi-Fi capability

Module 5, Workforce Development, provides the background for you to understand key child welfare workforce issues and to plan to address those issues using a systems perspective. This module also examines staff retention, the effects of trauma on staff retention, and the importance of planful workforce development. The module also examines leadership, the stages of worker development, and factors influencing the hiring and promotion of staff.

Learning Objectives:

- Apply a systems perspective to workforce development
- Understand how workforce development issues affect a unit
- Collaboratively analyze the strengths and needs of the unit to address workforce issues




Training Session	Credits	Notes
<i>9000: FOS Module 6: Coaching &amp; Performance Management</i>	2 (online) 	Available after Module 5, must be completed prior to Module 6 instructor-led training session
<i>9000: FOS Module 6: Coaching and Performance Management – Field Work</i>	1 (online) 	Must be completed after online prerequisite and prior to the Module 6 TBL™ instructor-led training session
<i>FOS Module 6: Coaching &amp; Performance Management (includes simulation)</i>	12 (2 days - instructor led) 	Participants must have a laptop, tablet, or electronic device with Wi-Fi capability

Module 6 delves further into the topic of workforce development as relates to coaching and to performance management.

The Module 6 instructor-led training session includes simulations with a Standardized Client portraying a direct service worker supervisee.

Learning Objectives:


- Understand how coaching can enhance the supervisory process
- Collaboratively analyze the strengths and needs of individuals within the unit to support professional development

Training Session	Credits	Notes
<i>9000: FOS Module 7: Supervising in a Dynamic Environment</i>	1 (online) 	Available after Module 6, must be completed prior to Module 7 – Field Work
<i>9000: FOS Module 7: Supervising in a Dynamic Environment – Field Work</i>	1 (online) 	Must be completed after online prerequisite and prior to the Module 7 TBL™ instructor-led training session
<i>FOS Module 7: Supervising in a Dynamic Environment</i>	6 (1 day – instructor led) 	Participants must have a laptop, tablet, or electronic device with Wi-Fi capability

Module 7 explores the reality of constant change in child welfare and provides insight into the best practices for promoting the safety and well-being of both supervisor and supervisees. The module also provides information and resources to help you implement and monitor change initiatives.

Learning Objectives:

- Recognize the importance of continuous quality improvement
- Identify the components of a continuous quality improvement process
- Understand the supervisor’s role in implementing change
- Apply engagement and teaming skills as a supervisor implementing change

Training Session	Credits	Notes
9000: Foundations of Supervision Module 8: Professional Development	1 (online) 	Available after Mod 7 instructor-led training session, must be completed prior to certification

Module 8 concludes *Foundations of Supervision* series by summarizing key learning of the series, emphasizing the importance of continuing professional development for supervisors, revisiting the Pennsylvania Child Welfare Competencies in a supervisory context and introducing participants to the supervisor Individual Needs Assessment (INA). At the conclusion of the module, participants complete their first INA and review results with their supervisor.

Learning Objectives:

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**Total Online Credits:** 11

**Total Instructor-Led Credits:** 48

**Total Field Work Credits:** 6

**Total Credits:** 65