

FOUNDATIONS SEQUENCE

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Blue- Field Work

TRAINING	Course Description	Notes
9000: Foundations Module 1: <i>Introduction to Child Welfare Practice</i> (PRE-REQ—online) 2 hours	This two-hour online module is designed to orient new child welfare professionals to the overall goals of their work as well as to introduce the concept that achievement of these goals is measured by the federal and state governments. Participants will explore the relationship between the Pennsylvania Child Welfare Competencies and the Child Welfare Outcomes. This module is founded on a belief that people want to know what is expected of them and are self-motivated to do well.	Must be completed prior to any other modules
9000: Foundations: <i>Recognizing and Reporting Child Abuse</i> (online) 3 hours	This three-hour online module provides information on the recognition of child maltreatment, the obligation or opportunity to report child maltreatment, and the procedures for making a report of child maltreatment.	Available after Module 1, must be completed prior to Module 3 TBL™
9000: Foundations Module 2: <i>Introduction to Engagement</i> (PRE-REQ—online and FIELD WORK) 1 hour online 1 hour field work	This two-hour online module informs child welfare professionals about the skills needed to engage, build rapport, and foster helping relationships with children, youth, and families and asks child welfare professionals to discuss the use of engagement skills with the children, youth, and families in their counties with their advisors. This module introduces child welfare professionals to the following engagement skills: effective use of authority, tone of voice, body language, cultural humility, and active listening.	Available after Module 1, must be completed prior to Module 2 simulation
Foundations Module 2: <i>Introduction to Engagement</i> (Simulation) 1 DAY	This one-day module provides a skills-based opportunity to practice engaging a family at first contact. Participants will conduct a home visit with a family member through simulations. Participants will be using the engagement, and cultural	Participants must bring a laptop, tablet or electronic device with Wi-Fi capability to this session.

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	awareness and responsiveness child welfare competencies throughout this training. This module is an in-class, simulation-based training.	
9000: Foundations: <i>Introduction to Interviewing</i> (online) 1 hour	This one-hour online module provides information and tangible skills to prepare child welfare professionals to gather information for case planning and assessment through the use of effective interviewing techniques. This module introduces child welfare professionals to the four phases of interviewing, which include: preparation, rapport building, information gathering and sharing, and closure. This module also prepares child welfare professionals to gather information for case planning and assessment during subsequent in-class modules on topics such as safety, risk, court, family service planning, and permanency.	Available after Module 2 simulation, must be completed prior to Module 4 simulation
9000: Foundations Module 3: <i>CPS and GPS</i> (PRE-REQ—online) 6 hours	This six-hour online module informs child welfare professionals about medical indicators of child abuse (two hours), Child Protective Services and General Protective Services (two hours), and teaming (two hours). This module reviews the responsibilities of county children and youth agencies (CCYAs), as mandated by Pennsylvania laws and regulations, to provide Child Protective Services (CPS) and General Protective Services (GPS) when children and families are referred to the CCYA.	Available after Module 2 simulation, must be completed prior to Module 3 TBL™
Foundations Module 3: <i>CPS and GPS</i> (TBL™) 1 DAY	This in-person, Team-Based Learning™ module, provides a skills-based opportunity to apply critical thinking skills to Child Protective Services and General Protective Services practice requirements as guided by relevant federal, state, and local	Participants must bring a laptop, tablet or electronic device with Wi-Fi capability to this session.

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	laws, policies, and procedures. Participants will engage in multiple application activities with a team that require critical thinking and skills practice around various topics, including information gathering, engagement, determination of child abuse, and crucial conversations as they relate to CPS and GPS practice requirements and the competencies of Assessment and Law and Policy.	
9000: Foundations Module 4: <i>Safety Assessment</i> (PRE-REQ—online) 2 hours	Assessing for safety is a key component of all child welfare practice. This two-hour online module is designed to provide information and concepts presented in the Safety Assessment and Management Process (SAMP). This module provides a foundational overview of the engagement skills necessary for a new child welfare professional to maintain child, youth, and family participation in the SAMP. Active family participation is vital for the child welfare professional to gather pertinent and sufficient information necessary to perform safety assessments. The module also provides an overview of the assessment skills necessary to make a safety determination for a child.	Available after Module 3 TBL™, must be completed prior to Module 4 simulation
Foundations Module 4: <i>Safety Assessment</i> (Simulation) 2 DAYS	This two-day in-person module provides a skills-based opportunity to practice assessing and gathering information, by engaging a family, to complete an In-Home Safety Assessment. Participants will conduct a home visit and interviews with family members through simulations. Participants will then incorporate this information into the In-Home Safety Assessment Worksheet. Participants will be using the Engagement, Assessment, and Teaming child welfare competencies	Participants must bring a laptop with Wi-Fi capability to this session.

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	throughout this training. This module is an in-class, simulation-based training.	
9000: Foundations Module 4: <i>Safety Assessment</i> (FIELD WORK) 2 hours	Safety Assessment Field Work, a two-hour module, provides an opportunity to practice completing an In-Home Safety Assessment Worksheet based on the family case from the Module 4: Safety Assessment simulation. This module will provide guidance for completing the worksheet and will provide advisors an opportunity to step through the worksheet with the participant to provide feedback and recommendations to be incorporated into their case work practice. This online fieldwork builds on the competencies of Engagement and Assessment and supports the child welfare professional to ensure skilled work is well documented.	Available on day 2 of the Module 4 simulation, must be completed prior to Module 10
9000: Foundations Module 5: <i>Risk Assessment</i> (PRE-REQ—online) 2 hours	Assessing risk of maltreatment is a casework task that informs the implementation of county child welfare services. Foundations Module 5: Risk Assessment, a two-hour online module, provides an overview of the concepts presented in the Pennsylvania Model Risk Assessment Manual. The Pennsylvania Risk Assessment Process will be covered in detail, as well as its documentation requirements. Additionally, this online module will help you prepare for the team-based training session, Foundations Module 5: Risk Assessment.	Available after Module 4 simulation, must be completed prior to Module 5 TBL™
Foundations Module 5: <i>Risk Assessment</i> (TBL™)	This one-day in-person module builds on the concepts provided in the online Foundations Module 5: Risk Assessment. Within a Team-Based Learning™ environment, participants will apply the	Participants must bring a laptop with Wi-Fi capability to this session.

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1 DAY	risk assessment knowledge they have gained thus far to a detailed case scenario. Finally, participants will be provided an opportunity to practice conducting a risk assessment with a family.	
9000: Foundations Module 5: <i>Risk Assessment</i> (FIELD WORK) 2 hours	Foundations Module 5: Risk Assessment Field Work is a continuation of Foundations Module 5: Risk Assessment and provides an opportunity to practice completing a Risk Assessment Worksheet based on the family case from the Foundations Module 4: Safety Assessment simulation. This two hour field work module provides guidance for completing the Risk Assessment and provides advisors an opportunity to step through the assessment with the participant, and provide feedback and recommendations about conducting risk assessments in their casework practice. This online field work supports the child welfare professional to ensure skilled assessments are well documented to support effective service implementation.	Available in the afternoon of Module 5 TBL™, must be completed prior to Module 10
9000: Foundations: <i>Safety and Risk Continuum</i> (online) 2 hours	Safety and Risk Continuum is designed to provide a continuum of information on the similarities and differences of risk and safety in child welfare. This module will crosswalk safety and risk by reviewing key components of each and highlighting their unique and complimentary features. At the end of this module you will have a more holistic understanding of your role in assessing and promoting the safety, permanency, and well-being of children and families in Pennsylvania.	Available after Module 5 TBL™, must be completed prior to Module 10
9000: Foundations Module 6: <i>Permanency and Concurrent Planning</i>	This six-hour online module provides child welfare professionals	Available after Module 5 TBL™, must be completed prior to Module 6 simulation

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<p>(PRE-REQ—online) 6 hours</p>	<p>with trauma-informed approaches and best-practice strategies to minimize the effects of trauma, grief, and loss on children and families, when separation occurs (two hours). This module also explores permanency, stability, and placement options, focusing on engaging kin to ensure children have committed and permanent caregivers, and introduces laws and policies which guide placement selection and kinship care (two hours). Additionally, this module provides a general understanding of permanency planning for children and older youth, full disclosure, relevant laws, policy, and best practice to inform concurrent planning, and the five permanency goals (two hours).</p>	
<p>Foundations Module 6: <i>Permanency and Concurrent Planning (Simulation)</i> 2 DAYS</p>	<p>One of the most fundamental components of concurrent planning practice is engaging in ongoing full disclosure conversations with all members of the family team. The ability to facilitate respectful and transparent full disclosure discussions lays the foundation for effective permanency planning. This two-day in-person module provides a skill-based opportunity to apply engagement skills within a full disclosure conversation. Through simulation exercises, participants will facilitate full disclosure conversations with a parent while attempting to increase the parent’s motivation to team with the child welfare professional to develop and implement permanency plans. Participant will use Engagement and Planning child welfare competencies throughout this module. This training is an in-class, simulation-based module.</p>	<p>Participants must bring a laptop, tablet or electronic device with Wi-Fi capability to this session.</p>
<p>9000: Foundations Module 7: <i>Introduction to Dependency Court</i></p>	<p>This three-hour online module provides an overview of the</p>	<p>Available after Module 6 simulation, must be completed prior to Module 7 simulation</p>

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<p><i>Practice</i> (PRE-REQ—online) 3 hours</p>	<p>Dependency Court process in Pennsylvania. This module also provides participants with an overview of the court structure, regulations and requirements of the court system, roles and responsibilities of participants in the court process, and an overview of best practice for testifying in court.</p>	
<p>Foundations Module 7: <i>Introduction to Dependency Court Practice (Simulation)</i> 2 DAYS</p>	<p>This two-day in-person module provides a skills-based opportunity for participants to practice testifying for court in a dependency case. Participants will use records and case notes to prepare for and testify in an adjudication hearing. Participants will testify to direct and cross examination during a simulated court session.</p>	<p>Participants must bring a laptop, tablet or electronic device with Wi-Fi capability to this session. Participants should dress for a Dependency Court Hearing on Day 2.</p>
<p>9000: Foundations Module 7: <i>Introduction to Dependency Court Practice</i> (FIELD WORK) 2 hours</p>	<p>The Dependency Court Process Field Work is a two-hour online module which provides participants a structure through which to observe an adjudicatory hearing. Participants will receive a checklist of information to complete while observing a dependency hearing. Participants will then complete the checklist online and review with an advisor.</p>	<p>Available after Module 7 simulation, must be completed prior to Module 10</p>
<p>9000: Foundations Module 8: <i>Family Service Planning</i> (PRE-REQ—online) 3 hours</p>	<p>This three-hour online module informs child welfare professionals about legislation requirements for service planning with a family involved with a county children and youth agency (CCYAs). This module will explore the components of the Family Service Plan including what the plan must address. Additionally, this module presents the importance of incorporating and considering children and family’s strengths and need in the Family Service Plan. Furthermore, this module examines engaging with the family throughout the family service planning</p>	<p>Available after Module 7 simulation, must be completed prior to Module 8 TBL™</p>

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	process and collaborating with other professionals, team members, and service providers to connect the family to individualized services.	
Foundations Module 8: Family Service Planning (TBL™) 2 DAYS	This two-day Team-Based Learning™ module, allows child welfare professionals to practice skills, through application activities, which will be used in the field during the family service planning process. These skills include using the information gathered through their assessments to case plan with the family to address absent and/or diminished protective capacities, safety threats, moderate and/or high risk factors, and any other identified needs. Additionally, participants will use engagement skills when working with a family to create objectives and tasks for a family service plan while recognizing, affirming, and valuing the family’s beliefs and perspectives.	Participants must bring a laptop, tablet or electronic device with Wi-Fi capability to this session.
9000: Foundations Module 9: <i>Achieving Permanency</i> (PRE-REQ—online) 1 hour	This one-hour online module builds on the content covered in Module 8: Family Service Planning. Participants will apply the family service planning process covered in Module 8: Family Service Planning to families who have children in out-of-home care. This module is designed to provide participants with a general understanding of how to apply the values/principles identified in the Pennsylvania Child Welfare Practice Model to permanency planning. Participants will explore the additional case planning requirements for children in out-of-home care, including the required components of a Child's Permanency Plan (CPP). The module will prepare participants to plan, implement, monitor, and adjust CPPs using services and evidence-based	Available after Module 8 TBL™, must be completed prior to Module 9 TBL™

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	<p>practices to support the achievement of legal permanency for children and youth. Furthermore, the module reviews the importance of visitation to support safety, permanency, and well-being for children in out-of-home placement. Finally, participants will explore and consider the specific needs and case planning requirements for older youth in out-of-home care.</p>	
<p>Foundations Module 9: Achieving Permanency (TBL™) 1 DAY</p>	<p>This one-day Team-Based Learning™ module provides participants the opportunity to apply child welfare laws, policy, values and principles to permanency planning. Participants will work in teams to solve problems to realistic permanency dilemmas they may experience throughout the casework process. By the end of this module, participants will be able to apply critical thinking skills needed to plan, implement, monitor and adjust permanency plans to achieve permanency for children and older youth.</p>	<p>Participants must bring a laptop, tablet or electronic device with Wi-Fi capability to this session.</p>
<p>9000: Foundations <i>Module 9: Achieving Permanency</i> (FIELD WORK) 2 hours</p>	<p>This two-hour field work module provides participants an opportunity to shadow an experienced child welfare professional during case activities for a child in out-of-home care. The participant will identify what new information was discovered and apply critical thinking skills to decide hypothetically, if adjustments to the plan are necessary. Then, the participant and advisor will discuss service coordination and how decisions are made to adjust plans and services for families with children in out-of-home care. Guidance is provided to the advisor to help assess the participant’s decision-making skills and provide feedback to enhance the participant’s ability to</p>	<p>Available after Module 9 TBL™, must be completed prior to Module 10</p>

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	know when adjustments to permanency plans are needed.	
9000: Foundations: <i>Child Development</i> (online) 2 hours	This two-hour online module informs child welfare professionals about stages of child development and developmental milestones. This module reviews indicators of concern within each stage of child development and explores the relationship between brain development, medical and physical needs, and child development. Furthermore, this module explores different informal and formal screening and assessment tools for child development and how to refer a child to an appropriate service provider when developmental delays are suspected.	Available after Module 1, must be completed prior to Module 10
9000: Foundations: <i>Personal Safety</i> (online and FIELD WORK) 2 hours online 1 hour field work	Child welfare professionals engage with children, families, and daily, often while involved in highly emotional and stressful situations. This three-hour online module addresses the importance of effectively engaging families within this often emotionally charged context and provides strategies to increase personal safety in child welfare practice through Engagement, Planning, Law and Policy, and Monitoring and Adjusting (two hours). The field work module provides a structure for a discussion between the participant and their advisor about agency safety strategies (one hour).	Available after Module 1, must be completed prior to Module 10
9000: Foundations: <i>Self-Care</i> (online and FIELD WORK) 1 hour online 1 hour field work	This two-hour online module is designed to provide participants with a foundation of information that will prepare them to plan, monitor and adjust to stress, burnout, and trauma and the effects these components have on body and mind. As a child welfare professional, participants strive to support the children and families they work with, and they will also need to work to	Available after Module 1, must be completed prior to Module 10

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	attend to their own well-being.	
9000: Foundations: <i>Educational Advocacy</i> (online) 2 hours	This two-hour online module introduces child welfare professionals to the laws and expectations that support and ensure the educational stability and success of children and youth. This module includes information on federal and state laws that guide and support educational stability and success and tangible actions child welfare professionals can take to ensure educational stability and success. This module also includes information on laws, policies, and procedures related to chronic absence, truancy, and special education needs and how addressing these concerns supports the educational stability and success of children and youth.	Available after Module 1, just be completed prior to Module 10
9000: Foundations Module 10: <i>Professional Development</i> (PRE-REQ—online and FIELD WORK) 1 hour online 1 hour field work	This two-hour online module reviews the ten child welfare competencies and explores the importance and benefits of professional development. The module provides participants the opportunity to consider their competency strengths and needs to support competency growth in their current position as well as to support longevity in the field of child welfare. This module also provides fieldwork activities for the participant and advisor to complete the Individual Needs Assessment (INA). Finally, this module encourages the advisor and participant to apply their learning and collaborate to create a professional development plan to support the participant’s longer-term career goals.	All online, in-person and field work modules listed above must be completed prior to Module 10.