

Pennsylvania Child Protective Services Law: An Update for Child Welfare Professionals:
 Transfer of Learning
 Caseworker Support Session
 Facilitator's Agenda

Time	Facilitator	Content	Resources
15 minutes	Practice Improvement Specialist/OCYF representative	<ul style="list-style-type: none"> • Practice Improvement Specialist/OCYF Representative welcomes caseworkers • Practice Improvement Specialist/OCYF Representative reviews the key learning points from the learning event with the caseworkers <p><u>Trainer note:</u> To support this Transfer of Learning session, it may be necessary to refer to and have availability to the curriculum materials directly related to the specific online module you are discussing.</p>	<p>Handouts from the Learning Event (Specific to the online module you are discussing)</p> <p>Online learning event to reference (Will need access to online module, projector, and laptop)</p> <p>Handout #1: Agenda and Learning Objectives: TOL Support Session: Caseworker</p>
60 minutes	Practice Improvement Specialist/OCYF representative	<ul style="list-style-type: none"> • Practice Improvement Specialist/OCYF Representative discusses the application of the key learning points with the caseworkers by facilitating a large group discussion or small group sharing around the following questions: <ul style="list-style-type: none"> ○ Ask the caseworker to assess themselves on a scale of 1-10 on their level of applying the new knowledge and skills from the learning event ○ Once the caseworkers have shared their number (rating), the facilitator asks the 	<p>Handouts from the Learning Event (specific to the online mod you are discussing) - Learning trees, etc.</p> <p>Online learning event to reference (Will need access to online module, projector, and laptop)</p>

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		<p>caseworkers what could help them increase their number one or two more points</p> <ul style="list-style-type: none"> ○ Ask the supervisors (of the caseworkers) to rate their unit's level of applying the new knowledge and skills from the learning event ○ Once the supervisors have shared their unit's number (rating), ask the supervisors what could help them increase their number one or two more points ● Additional questions include: <ul style="list-style-type: none"> ○ What new skills and strategies did you try to apply in the past 30 days? <ul style="list-style-type: none"> ▪ What went well for you when applying the new knowledge and skills? ▪ What did not go so well? ○ How has using these new skills been different for you? ○ What have you had to change or do differently in order to use the new knowledge and skills? ○ Have you used support from your supervisor to apply the new knowledge and skills? ○ Have you supported each other as a unit in applying the new knowledge and 	
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		skills? <ul style="list-style-type: none"> ○ Have you seen any changes in the families that you work with since you tried to use the new skills? and ○ Has the application of new knowledge and skills affected your practice? 	
30 minutes	Practice Improvement Specialist/OCYF representative	<ul style="list-style-type: none"> ● Practice Improvement Specialist/OCYF Representative discusses with the caseworkers what they feel have been their barriers to trying the new skills including: <ul style="list-style-type: none"> ○ Organizational barriers ○ Systemic barriers ○ Practice barriers ○ Learning event barriers (Specific to the curriculum) ● Lead a large group discussion with the caseworkers outlining management strategies/solutions to the identified barriers <ul style="list-style-type: none"> ○ Can the identified barriers be managed individually? ○ Can the identified barriers be managed with your unit/supervisor? ○ Can the identified barriers be managed within your agency? 	Handouts from the Learning Event (specific to the online mod you are discussing) - Learning trees, etc. Online training to reference- will need access to online module, projector and laptop)
15 minutes	Practice Improvement Specialist/OCYF	<ul style="list-style-type: none"> ● Practice Improvement Specialist/OCYF Representative asks the caseworkers to identify what they feel their needs as a 	Handout #2: SMART Goals/Action Plan: TOL Support Session

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	representative	<p>worker/agency are to continue to apply the new knowledge and skills and be successful including from administration, supervisors, coworkers, and training</p> <ul style="list-style-type: none"> • Practice Improvement Specialist/OCYF Representative has caseworkers create an action plan to be worked on for the next 30 days • Practice Improvement Specialist/OCYF Representative concludes by asking the caseworkers to share a few of their next steps to continue to apply their new knowledge and skills individually and as a unit <p><u>Trainer note:</u> If appropriate, please use the After Action Review form provided on the following pages to guide your discussion with the participants. Responses will be recorded digitally.</p>	
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Trainer Resource: After Action Review Form

Note: *Please see How to Guide, page 13, for additional directions and/or examples.*

Question 1a: What went well?

Process: (TOL structure and setup)

Question 1b: What went well?

Practice: (Application, individuals putting the new knowledge into practice)

Question 1c: What went well?

Implementation: (Systemic or organizationally)

Question 2a: What could we do differently? What didn't go well? What would you change?

Process: (TOL structure, setup, etc.)

Question 2b: What could we do differently? What would you change? What didn't go well?

Practice: (Application, individuals putting the new knowledge into practice)

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Question 2c: What didn't go well?

Implementation: (Systemic or organizational)

Question 3a: What do you need to continue to implement or put this into practice?

Process: (TOL structure, setup, etc.)

Question 3b: What do you need to continue to implement or put into practice?

Practice: (Application, individual putting the new knowledge into practice)

Question 3c: What do you need to continue to implement or put into practice?

Implementation: (Systemic or organizational)

Question 4a: Write in a question specific to topic or agency need (only if not captured above for information the county would like to capture).

Process: (TOL structure, setup, etc.)

Your question:

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Practice: (Application, individuals putting the new knowledge into practice)
Your question:

Implementation: (Systemic or organizationally)
Your question: