

**PIP Workgroup Worksheet – Training and Supervision
January 12,2004**

Issues	Related Item, Systemic Factor or Data Indicator	Possible Action Steps	Method of Measuring	Responsible Party
Disparity between Initial and ongoing trainings for DCFS and POS staff	Item # 32 The State is operating a staff development and training program that supports the goals and objectives in the child and family service plan, addresses services provided under Title IV-B & IV-E and provides initial training for all staff who deliver these services (POS&DCFS)	Foundation Training should continue to be provided for all new private agency staff as well as all new DCFS hires	# of new staff (POS and DCFS) trained # of trainings provided in the fiscal year # and % of staff who successfully pass the licensure exam	DCFS Training Division
	Item # 33 The State provides for ongoing training for staff that addressed the skills and knowledge base needed to carry out their duties with regard to the services included in the case plan	Development and Implementation of Adoption Training: -Emphasis on Assessment of pre adoptive family, child assessment and capacity to benefit from adoption -Benefits of adoption -Understanding the legal change and the change in roles (Relative foster parent now adopting relative child) and the implications on the family system -Ongoing Service Implications and support to the adoptive family during the adoption process and post adoption - Ensure that the all Adoption Training is equitable among DCFS and all private provider agencies	Adoption curriculum developed and training implementation (To be determined: need to break out % of POS/DCFS staff who will be trained during each Fiscal year— Staggering the number of staff who will be trained in any given year)	DCFS Training Division and Private Agency Training Partners

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		<ul style="list-style-type: none"> - Explore other training resources to deliver sanctioned/mandatory Adoption training - Illinois Adoption Council to be consulted for curriculum input and review - Review and analyze adoption training curriculums currently utilized by private agencies and determine if a curriculum currently exists which can be utilized to train all child welfare /adoption staff or determine the need enhancement of curriculum 		
Disparity between Initial and ongoing trainings for POS and DCFS staff	Item # 33 (continued)	<p>In order to determine the need to develop training around ongoing skill building and imparting knowledge around varied issues which child welfare staff encounter, a review and analysis of all currently existing curriculums utilized by the POS agencies and DCFS will be conducted:</p> <ul style="list-style-type: none"> -Development of a process to review all curriculums utilized which address skill enhancement and build on knowledge base of Foundation Training -Prepare a training GAP analysis -Develop and or enhance training based on identified gaps/needs 	<p>-All POS and DCFS Curriculums reviewed and analyzed</p> <ul style="list-style-type: none"> - Training GAP analysis prepared - Identified training needs prioritized - Curriculum developed and/or enhanced based on identification of need 	Training Division and Private Agency Professional Development staff
	Item # 33 (continued)	Continue annual Court Orientation offered to Cook County POS and DCFS staff to develop and enhance skills with giving court testimony, role of all parties in the court process, preparation for various court hearings, etc.	# of POS and DCFS trained	Loyola Law School, coordinated through the Training Division

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Disparity between Initial and ongoing trainings for POS and DCFS staff	Item # 33(continued)	<p>Determine the existence, content and frequency of court training for downstate POS and DCFS staff.</p> <p>-Develop or enhance Court training for downstate POS and DCFS staff which mirrors the training offered to all Cook County staff through Loyola Law School</p> <ul style="list-style-type: none"> - Determine if any enhancements need to be made to the already existing curriculum utilized by Loyola Law School and make any necessary changes so the training is applicable for downstate court 	<p>Court training curriculum is modified if necessary meeting the needs for downstate court</p> <p>Court training for all downstate staff is made available and is delivered at a minimum annually</p> <p># of POS and DCFS trained</p>	DCFS Legal/Loyola Law School
		<p>- Court training will be available monthly in Cook County Juvenile Court which includes stakeholders such as the Judges, States Attorneys, Public Defenders, GAL's and varied service providers for the purposes of providing information and familiarizing the Juvenile -- Court staff of existing community based services available to DCFS/POS clients</p> <p>Explore the existence of training for Downstate Judges and all other court staff</p> <p>Develop in service training which replicates the Cook County Juvenile Court if appropriate</p>	# of Judges and court staff who attended.	DCFS Training Division with consultation and coordination from DCFS Legal and Loyola Law School

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Disparity between Initial and ongoing trainings for DCFS and POS staff		Continue ongoing training provided by the Educational liaisons to both POS and DCFS case carrying staff	# of staff registered # of staff attending # of scheduled trainings	Division of Service Intervention and Northern Illinois University
		Continue with training provided by Health Works Lead agencies to all POS and DCFS staff	# of staff registered # of staff attending # of scheduled trainings	Health Policy and Division of Service Intervention
		Continue all specialty training by respective Division of interest: Integrative Assessment, Foster parents/PRIDE, Adoptive Parents, court personnel,	Same as above	DCFS Training Division to coordinate with appropriate content source
Lack of Federal Reimbursement for training the Private agencies		Continued efforts by the Department, as well as the Private agencies, to advocate for federal reimbursement for all training provided to DCFS and POS staff	Federal reimbursement is provided for all trainings regardless if Private or Public Agency status	Director Bryan Samuels, legislative liaisons for the Department and Private agencies

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Lack of emphasis on supervisory training		<p>Supervisory Competencies and curriculum developed for delivery to all POS and DCFS supervisors</p> <p>-Develop a training plan, which ensures that all supervisory staff have the ability to attend supervisory training, which provides opportunities to attend on various dates to accommodate supervisors. - Provide schedule a sufficient amount of time in advance.</p>	All supervisory staff in the public and private sector receive training by????	DCFS Training Division in partnership with Private agency Professional Development staff
Lack of consistency in documenting supervision		Development of a supervision tool by which supervision will be documented consistently addressing the outcomes related to safety, permanency and well-being	Utilization of supervisory tool to be implemented by???? Content of case specific supervision will be documented consistently	Clinical staff from DCFS and POS
Public awareness is lacking regarding services provided by the Department. There is a need for Public Education about the Department of Children and Family Services, as well as the services contracted by the Department within the Private Sector		Public awareness campaign is developed emphasizing all Permanency goals, such as reunification, adoption and subsidized guardianship	Campaign developed and implemented Statewide	Office of Communications DCFS