

WORKSHOP DIRECTORY PAGE

TITLE: The Intake and Investigation Process

COMP #: 204-1, 204-2, 204-5, 204-6, 204-11

NO. HRS: 12

DATE: July 2002

COMPETENCY:

204-1 The Child Welfare Professional knows the personal, interpersonal, family, and environmental factors which increase the risk of maltreatment in children.

204-2 The Child Welfare Professional knows investigation and interviewing strategies to assess and determine the degree of risk to a child remaining at home.

204-5 The Child Welfare Professional can use casework methods during the investigation to begin to establish a supportive casework relationship, to involve families in a joint assessment of the need for services, and to motivate families to work with the agency toward elimination of maltreatment.

204-6 The Child Welfare Professional is able to gather pertinent information about the complaint from the family, the child, and from collateral sources and can make an initial assessment of risk to the child and of the family's problems, needs, and strengths, and can make the appropriate case disposition.

204-11 The Child Welfare Professional can document the process and findings of the investigation in the case record in a thorough, concise, and timely manner.

LEARNING OBJECTIVES: Participants will be able to:

- Identify the steps in the intake and investigation process.
- Identify the legal, regulatory, and *Pennsylvania Standards for Child Welfare Practice* requirements for each step in the intake and investigation process.
- Recognize the phenomenon of unreliable and knowingly false reporting of child abuse.
- Recognize the indicators of knowingly false reports and conduct further exploration of these indicators in the context of overall assessment of risk.

CALENDAR SUMMARY: This course is intended to inform practitioners of new developments in the field and to refine their level of knowledge and awareness of best practice in the area of intake and investigation. Participants will identify and analyze all activities in the intake/referral and investigation process and cite the legal, regulatory, and best practice standards for these activities. Discussion will include the use of the results of studies conducted regarding knowingly false reports of child abuse.

WORKSHOP DIRECTORY PAGE (continued)

TRAINING CREDIT:

CBT credit

CE for LSW (12 hours)

TITLE OF HANDOUTS:

- Handout 1: Competencies and Learning Objectives (1 page)
- Handout 2: Agenda (1 page)
- Handout 3: Basis for Child Welfare Practice (1 page)
- Handout 4: The Conceptual Framework of Intake (1 page)
- Handout 5: Activity Analysis at Intake/Referral (1 page)
- Handout 6: Dealing with Challenging Reporters (1 page)
- Handout 7: Gathering Information from the Reporter (2 pages)
- Handout 8: Determining the Credibility of the Report (1 page)
- Handout 9: OCYF Bulletin 3490-97-01, Attachment A (8 pages)
- Handout 10: Linda Wilson and Tara (1 page)
- Handout 11: Knowingly False Reports (1 page)
- Handout 12: Data Collected Regarding Intake (2 pages)
- Handout 13: Aggravated Circumstances (1 page)
- Handout 14: Aggravated Circumstances at Intake (1 page)
- Handout 15: Child Protective Services (1 page)
- Handout 16: General Protective Services (1 page)
- Handout 17: What Type of Referral Am I? (1 page)
- Handout 18: Linda Wilson and Tara: Completing the Intake (1 page)
- Handout 19: CY 104, Report of Suspected Child Abuse to Law Enf. Official (2 pages)
- Handout 20: Activity Analysis for Investigation (1 page)
- Handout 21: Principles for Developing the Caseworker-Client Relationship (1 page)
- Handout 22: Techniques for Building Rapport (1 page)
- Handout 23: Principles for Assuring Personal Safety (1 page)
- Handout 24: Miranda (1 page)
- Handout 25: Conducting Interviews (1 page)
- Handout 26: Child Assessment (1 page)
- Handout 27: Data Collected Regarding Investigation (2 pages)
- Handout 28: Linda Wilson and Tara: The Investigation (1 page)
- Handout 29: CY 48 (2 pages)
- Handout 30: Bibliography (2 pages)