

My Personal Liability Protection Plan

***All employees in a Children and Youth Services agency play a role in decreasing the risk of malpractice liability. Vulnerability to malpractice litigation increases in certain situations. The best defense is competent, ethically conscientious, and client-centered practice. Review the section of the chart below most relevant to your job position. Underline topics that you believe are a personal strength. Circle any topics that you believe some improvement is needed for increased protection from malpractice.**

Caseworker	Supervisor	Administrator
<ul style="list-style-type: none"> *Taking a referral *Response times *Investigating a referral *Use of the Risk Assessment *Developing the FSP *Regular home visits *Taking custody *Separating family members *Case documentation *Legal notifications *Parent-child visits *Confidentiality *Assessing training needs *Ongoing education *Making appropriate referrals *Testifying in court *Representing the agency *Knowledge of laws & regs. 	<ul style="list-style-type: none"> *Supervisory conferences *Reviewing case records *Performance evaluations *Equal distribution of work *Supervising student interns *Disciplining employees *Preparing corrective plans *Assessing training needs *Supervisor certification *Ongoing education *Providing training opportunities *Assuring caseload coverage *Expertise on laws & regs. *Representing the agency *Orienting new employees *Scrutinizing decision-making 	<ul style="list-style-type: none"> *Client service policies *Personnel policies *Malpractice coverage *Employee safety *Legal representation *Lines of communication *Work environment *Financial accountability *Hiring procedures *Staffing levels *Managing client information *Sufficient staff supervision *Government compliance *Monitoring contracts *Ethical standards

1. List 3 things you (or your agency) are doing correctly which may protect you in the event of malpractice accusations?

2. List 3 specific actions you could take to improve your personal practice which may decrease your vulnerability to malpractice litigation?