

Child Protective Investigations Semi-Annual Comprehensive Quality Assurance Review Report Template

Circuit:
Sample Period:

Date of Review:
Methodology:

1. List of standards and roll-up of data for circuit
 - A. Investigations (Standards # 1 through 28)
 - B. Emergency Removal (Standards # 29 through 37)
2. Analysis of Investigative File Review Data
 - A. Overall Performance in Achieving Safety
 - B. Practice Trends
 - C. Areas of Excellence
 - D. Opportunities for Improvement
3. Requests for Action: *Discussion on number and nature of safety concerns and administrative concerns.*
4. Feedback from Stakeholder Surveys
5. Comparison of Current Findings and Prior Review Findings

Provide narrative discussion comparing findings from various review periods, identifying new or on-going problem areas and/or noted improvements, identifying what's working. Discussing any root cause analyses that have occurred or are planned that will be addressed in the next report.

6. Correction Plan Analysis

Provide narrative discussion related to root cause analyses and/or other synthesis of data and corrective actions taken on the issues that were raised in the prior reviews.

7. Summary and Recommendations

Provide brief wrap-up of overall review and next steps.

Signed by: _____
QA Manager Date

Program Administrator Date

Regional Director Date