

Orientation



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Orientation

Program Agenda for CORE and Specialty Tracks

- CORE Pre-Service
 - Five-weeks of Core Classroom training:
 - Includes formalized content delivery and skills-based exercises.
 - Communication Skills Labs designed to develop both knowledge and beginning proficiency with the use of interviewing skills to obtain sufficient information.
 - You will practice the written skills associated with the information they gather about child functioning, adult functioning, parenting and discipline.
 - Designed to help you learn skills in a deliberately sequenced way.
 - Practice during the labs, follow-up structured field observations and debriefings and learning how to provide and receive feedback on skills demonstrated (in the labs) are key to successful transfer of learning.
 - Structured Field Shadowing days where you are provided specific activities in which you must engage.
 - The activities provide you the first encounter with the nature and scope of your job as child welfare professionals.
 - Field Shadowing of experienced child welfare professionals during CORE is designed to assist in bridging the knowledge, skills and tasks taught in the classroom and labs with situational application in the field.
- Specialty Areas
- Continuing In-service Opportunities

Labs/Fieldwork Requirements

Purpose:

The Communication Skills labs are intended to develop both knowledge and beginning proficiency with the use of interviewing skills to obtain sufficient information. You will:

- Learn skills in a deliberately sequenced way.
- Know what needs to be accomplished during four distinct phases of an interview, and what skills will help you accomplish those tasks.
- Conduct structured field observations.
- Participate in field observation debriefings.
- Learn how to provide and receive feedback on demonstrated skills.
- Practice the written skills associated with information domains.

Lab 1: Foundations for Interviewing, Lab 2: Exploring Skills

During these two lab days, you will:

- Learn phases of an interview and engagement skills continuum.
- Learn exploring skills.
- Expectations for field observation—
 - Observe and record exploring skills.
 - How to establish a working agreement with the child welfare professional you will shadow.

Lab 3: Focusing Skills. During this one day lab, you will:

- Debrief field observations and working agreements.
- Learn about focusing skills to gather specific information details.
- Be introduced to stages of change and the purpose of motivational interviewing at a very high level.
- Practice focusing skills to learn about parenting.
- Develop expectations for field observation of exploring and focusing skills.

Lab 4: Child Interviewing Skills. During this two-day lab you will:

- Learn about different types of child interviews
- Learn forensic interviewing skills and techniques that are essential in order to gather detailed information that is sufficient and dependable.
- Learn expectations for—
 - Field observation of child interviewing skills
 - Instructions for interview of a child to gather information through the interview and observation about child functioning, and prepare a written analysis of information learned.

Lab 5: Interviews to Learn about Adult Functioning, Maltreatment and Circumstances

Surrounding. You will:

- Debrief field observations of child interviews and their individual child interviews.
- Practice exploring and focusing skills to learn about adult functioning, maltreatment and circumstances surrounding with scripts and role play material provided.
- Expectations for field work--
 - Observe and record interviewing skills to obtain information about all of the information domains.
 - Interview a parent, gathering information through the interview about parenting, approach to discipline, and adult functioning, and prepare a written analysis of information learned.

Structured Field Days

- Establish a “Working Agreement” with person you will be shadowing/observing.
 - “Observer role”
 - Avoid getting “caught up” in the conversation
 - Do NOT ask questions during their shadowing experiences
- Discuss and process these experiences during classroom debrief times, discuss any questions or concerns.
 - Identify any challenges with field shadowing that need to be conveyed to the department or provider agencies
 - Need for further skill development for under-performing participants.
- After lab 4, review and assess developed written material.

Specialty Tracks (Draft)

Additional lab days and structured field experiences to learn:

- Knowledge and practice of the information collection protocol (CPI)
- Knowledge and practice of information collection standards (case managers)
- Interviewing skills related to present and impending danger, safety planning (CPI)
- Safety management, child well-being, case planning, progress assessment, motivational interviewing (case management)
- Skills for collateral interviews
- During field days, you will practice, with field supervision and feedback all of the interviewing skills with actual children and families involved in the child welfare system in order to develop a written analysis of all information domains.

Florida Certification Board Requirements

The Florida Certification Board

- [Florida Certification Board](http://flcertificationboard.org) or hyperlink <http://flcertificationboard.org>
- Under the Resources tab you will find Employer-Sponsored CW Certification Forms. Policy and Support Documents.
- The Child Welfare Certification process is designed for anyone hired by a Florida Certification Board recognized child welfare service provider who is not certified in Child Welfare at the time of hire.
- Each of you will receive direct support related to training, testing and professional development during the certification process.
- The certification process entails both provisional and full certification requirements.
- The provisional status is only for individuals' employed by a recognized child welfare services provider.
- Any applicant who leaves employment prior to obtaining full certification MAY NOT complete the Employer Sponsored Child Welfare Certification process.
- If so desired those individuals must seek certification through the Independent Applicant process which has different eligibility requirements.
- Any applicant who has already passed a certification exam for CWPI, CWCM, CWLC upon hire is not required to retake the exam in the new discipline.
- Each test has the same established core concepts and must only meet the work verification and direct supervision requirements of the new discipline.

- Review the candidate guide for provisional and full certification:
<http://flcertificationboard.org/assets/uploads/Employer-Sponsored-CW-Cert-Candidate-Guide-12-15-14.pdf>
- All applicants must be aware of the certification process and the Code of Ethics prior to registration. The Code of Ethics booklet:
<http://flcertificationboard.org/assets/uploads/Code-of-Ethics-April-2014.pdf>

Registration

- All new employees must complete online registration with the Florida Certification Board within 10 days of hire.
- The Child Welfare Provisional Degree and Background Verification Form must also be completed by each office designated party after the applicant has filled it out.
- All of the supporting forms for registration can be found at:
[Employer-Sponsored CW Certification Forms, Policy and Support Documents - Florida Certification Board](#)

Dual Certification

- Any applicant who already holds a child welfare credential in good standing can apply for a dual certification after completion of the additional standards. Dual Certification candidate guide:
<http://flcertificationboard.org/assets/uploads/CW-Dual-Certification-Full-Candidate-Guide-1-7-15.pdf>