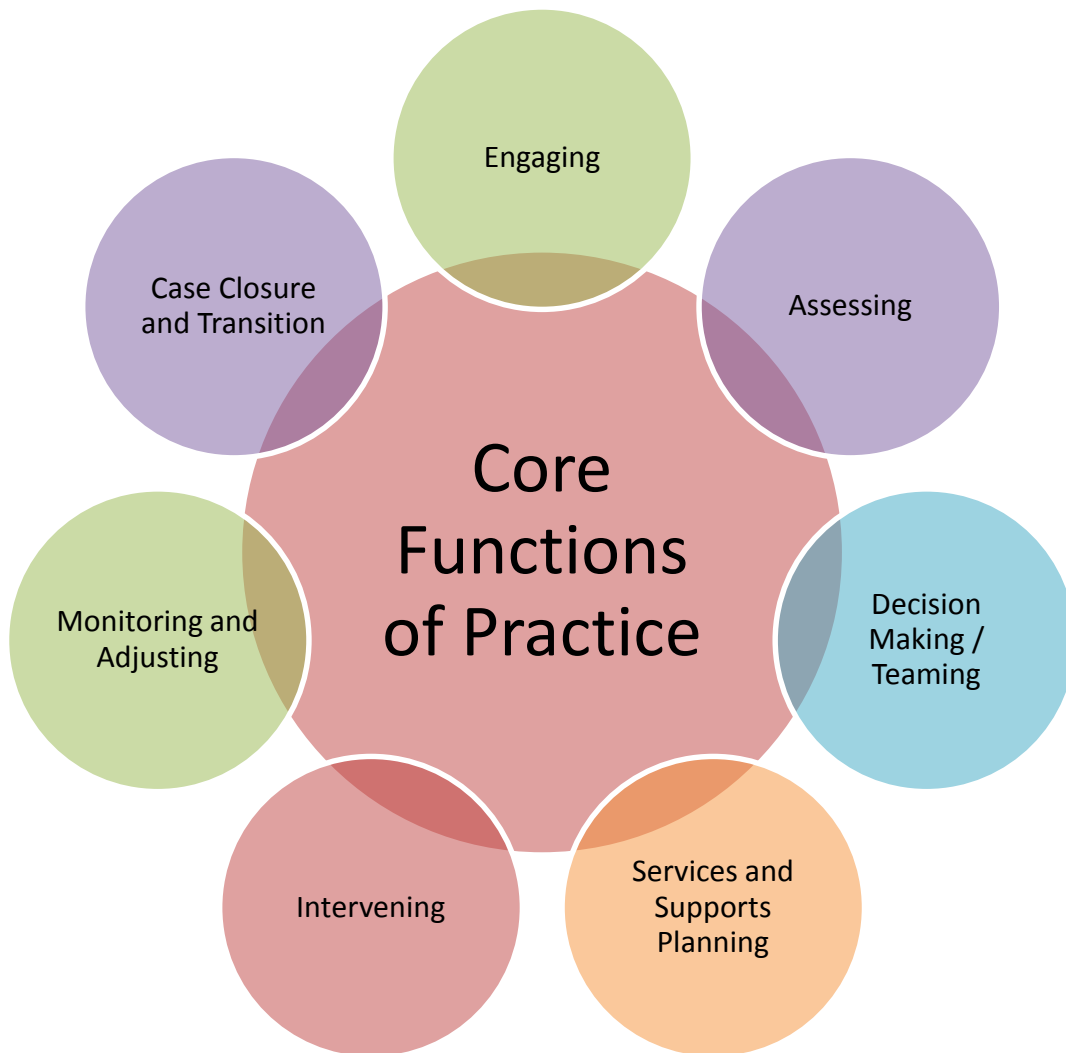


PRACTICE REFLECTION TOOLS

Applying a Protective and Promotive Factors Approach through Core Functions of Practice

This packet includes a set of Practice Reflection Tools for child welfare and other human services workers to reflect on how consistently they are taking specific actions that can help families and youth to build protective and promotive factors through each of seven core functions of practice.

Workers can use these tools, in the context of supervision or on their own, to identify ways in which they are consistently taking a strengths-based, protective and promotive factors approach, and areas where they may want to focus on improving their practice.



ENGAGING FAMILIES

Practice Reflection Tool

Worker name _____

Date _____

For each action, rate how consistently you use it in your interactions with families:

ACTION	CONSISTENCY OF USE				
	<i>Never</i>	<i>Rarely</i>	<i>Sometimes</i>	<i>Usually</i>	<i>Always</i>
1. Project a positive and strengths-based approach to the family Notes:	1	2	3	4	5
2. Deepen your understanding of family and child strengths Notes:	1	2	3	4	5
3. Ask parents and youth about their hopes, dreams and goals for themselves and their family Notes:	1	2	3	4	5
4. Monitor children's developmental progress, needs, environment and cognitive and social-emotional competence and share information with parents Notes:	1	2	3	4	5
5. Provide "just in time" parenting education and information on child/adolescent development Notes:	1	2	3	4	5
6. Connect the family to concrete supports and resources that address immediate needs Notes:	1	2	3	4	5
7. Help caregivers identify trusted friends, family members and professionals who they can turn to for support Notes:	1	2	3	4	5
8. Emphasize the importance of self-care and what they can do to help manage stress Notes:	1	2	3	4	5

Additional notes:

ASSESSMENT

Practice Reflection Tool

Worker name _____

Date _____

For each action, rate how consistently you use it when assessing families:

ACTION	CONSISTENCY OF USE				
	<i>Never</i>	<i>Rarely</i>	<i>Sometimes</i>	<i>Usually</i>	<i>Always</i>
1. Talk with parents and youth about their strengths	1	2	3	4	5
	Notes:				
2. Assess strengths of individual family members as well as the family as a whole	1	2	3	4	5
	Notes:				
3. Gather information on family needs and strengths related to each protective factor	1	2	3	4	5
	Notes:				
4. Talk to families about their history and past experiences as well as their children's developmental history	1	2	3	4	5
	Notes:				
5. Ask about their social connections and possible sources of emotional and logistical support	1	2	3	4	5
	Notes:				
6. Work with parents and youth to set goals related to one or more protective and promotive factors	1	2	3	4	5
	Notes:				
7. Determine with parents/caregivers if additional assessment(s) is needed to address specific problems or build on strengths and interests	1	2	3	4	5
	Notes:				

Additional notes:

SERVICES AND SUPPORTS PLANNING

Practice Reflection Tool

Worker name _____

Date _____

For each action, rate how consistently you use it as you plan services and supports for families:

ACTION	CONSISTENCY OF USE				
	<i>Never</i>	<i>Rarely</i>	<i>Sometimes</i>	<i>Usually</i>	<i>Always</i>
1. Include activities in the case plan related to one or more protective and promotive factors	1	2	3	4	5
	Notes:				
2. Connect family, youth and children's strengths to overall case plan including safety, permanence and well-being goals	1	2	3	4	5
	Notes:				
3. Engage parents and youth in identifying services and supports that will help them reach their goals	1	2	3	4	5
	Notes:				
4. Ensure that children's and youth's developmental needs are addressed in the case plan, including participation in positive activities	1	2	3	4	5
	Notes:				
5. Ensure that parents understand what changes they need to make to get to reunification / case closure	1	2	3	4	5
	Notes:				
6. Identify specific opportunities to engage families' social connections in plan and activities	1	2	3	4	5
	Notes:				
7. Ensure that any potential trauma issues have been identified and response planned for	1	2	3	4	5
	Notes:				
8. Ensure that parents/caregiver and youth understand the results of any assessments or screenings	1	2	3	4	5
	Notes:				

Additional notes:

TEAMING

Practice Reflection Tool

Worker name _____

Date _____

For each action, rate how consistently you use it in your team meetings and planning:

ACTION	CONSISTENCY OF USE				
	<i>Never</i>	<i>Rarely</i>	<i>Sometimes</i>	<i>Usually</i>	<i>Always</i>
1. Ensure participation of family (parents, youth) and their key support system in team meetings	1	2	3	4	5
	Notes:				
2. Involve youth and members of their support system in team meetings	1	2	3	4	5
	Notes:				
3. Ensure that everyone participating in teaming meetings have at least a basic understanding of protective and promotive factors	1	2	3	4	5
	Notes:				
4. Structure teaming meetings to focus on strengths and needs related to protective and promotive factors of the family or youth	1	2	3	4	5
	Notes:				
5. Give parents and youth opportunities to take a leadership role in deciding what supports will be helpful	1	2	3	4	5
	Notes:				
6. Ensure that informal support partners are informed of follow-up support that they may be counted on to provide	1	2	3	4	5
	Notes:				

Additional notes:

INTERVENING

Practice Reflection Tool

Worker name _____

Date _____

For each action, rate how consistently you use it in your interactions with families:

ACTION	CONSISTENCY OF USE				
	<i>Never</i>	<i>Rarely</i>	<i>Sometimes</i>	<i>Usually</i>	<i>Always</i>
1. Use each interaction with a family or youth to assess strengths and needs related to each protective and promotive factor	1	2	3	4	5
	Notes:				
2. Use observation and active listening skills to understand a family's situation, strengths and needs	1	2	3	4	5
	Notes:				
3. Take advantage of opportunities for "just in time" parent education or sharing adolescent development information	1	2	3	4	5
	Notes:				
4. Find opportunities to support parents and youth to take action, access resources and advocate for themselves	1	2	3	4	5
	Notes:				
5. Make warm hand-offs to community partners who can help meet concrete needs and build other protective and promotive factors	1	2	3	4	5
	Notes:				
6. Check in with families or youth about their social connections, such as whether they have reached out to strengthen a relationship or taken steps to distance themselves from a negative influence	1	2	3	4	5
	Notes:				

Additional notes:

MONITORING AND ADJUSTING

Practice Reflection Tool

Worker name _____

Date _____

For each action, rate how consistently you use it in your work with families:

ACTION	CONSISTENCY OF USE				
	<i>Never</i>	<i>Rarely</i>	<i>Sometimes</i>	<i>Usually</i>	<i>Always</i>
1. Check in with families and youth regularly on their progress toward their goals as well as any setbacks	1	2	3	4	5
	Notes:				
2. Have candid conversations with parents and youth about what is working and what isn't in services, supports and overall case plan	1	2	3	4	5
	Notes:				
3. Make adjustments to family and youth goals, services and supports based on new information or progress made	1	2	3	4	5
	Notes:				
4. Talk with parents about whether they feel they are making changes in their life that will help them avoid the situation(s) that brought them into the child welfare system	1	2	3	4	5
	Notes:				
5. Reflect changes in protective and promotive factors in case notes and other documentation	1	2	3	4	5
	Notes:				

Additional notes:

CASE CLOSURE AND TRANSITION

Practice Reflection Tool

Worker name _____

Date _____

For each action, rate how consistently you use it in your work with families:

ACTION	CONSISTENCY OF USE				
	<i>Never</i>	<i>Rarely</i>	<i>Sometimes</i>	<i>Usually</i>	<i>Always</i>
1. Communicate clearly with families about the conditions for case closure and the process of case closure	1	2	3	4	5
	Notes:				
2. Integrate protective and promotive factors into case closure decision-making	1	2	3	4	5
	Notes:				
3. Talk with families and youth about how to learn from past problems and how they can prepare to deal with future challenges	1	2	3	4	5
	Notes:				
4. Ensure that families and youth leave system involvement with an active plan for continuing to build their protective and promotive factors	1	2	3	4	5
	Notes:				
5. Make warm hand-offs to voluntary community services and partners that can continue to support families after their case is closed	1	2	3	4	5
	Notes:				
6. Plan for maintaining connections to positive sources of informal support (family, friends, faith communities)	1	2	3	4	5
	Notes:				

Additional notes: