

**APPENDIX B-4**

Self-Assessment of Use of Comprehensive Family Assessment Guidelines

| <i>8 Key Components</i>  | <i>Extent to which this component was implemented (%)</i> | <i>If implemented- how/in what way/why it was implemented, challenges to implementation, what results/benefits were observed, &amp; will this component be sustained?<br/>If not implemented- why not?<br/>In either case, what recommendations do you have regarding this component?<br/>Should it stay in the guidelines or not? Why or why not? Should it be revised? Why or why not?</i> |
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| 1. Use Comprehensive Family Assessment (CFA) results to guide decision making and service planning   | 100%  | The Ramsey County model includes a step-wise road-map that guides the worker in how to use the assessment information in decision-making and case planning. This will be sustained in the Ramsey model. It should remain in the guidelines.  |
| 2. Use a 10 step process:  |   | <b>Each of the following ten steps was included in the Ramsey County Practice Model and is included in the CFA manuals and training materials. Training is received on the ten steps by each worker and supervisor.</b>  |
| <ul style="list-style-type: none"> <li>• Review existing information</li> </ul>  | 100%  | Workers review existing information. This will be sustained in the Ramsey model, and it should remain in the guidelines.   |
| <ul style="list-style-type: none"> <li>• Meet with the family and involve them in meaningful ways throughout the entire process</li> </ul> | 90%   | Workers meet with families, and the level of involvement has increased. This will be sustained in the Ramsey model, and should remain in the guidelines.   |
| <ul style="list-style-type: none"> <li>• Interview children and parents, including fathers</li> </ul>                                      | 70%   | The level of implementation of this with mothers and children is nearly 100%. However, although identifying fathers has increased, locating and interviewing them remains a challenge. This will be sustained in the Ramsey model, and it should remain in the guidelines.   |
| <ul style="list-style-type: none"> <li>• Meet with staff of other agencies</li> </ul>  | 95%   | The level of implementation of this is high. This will be sustained in the Ramsey model, and should remain in the guidelines.  |
| <ul style="list-style-type: none"> <li>• Obtain specialized assessments</li> </ul>   | 85%   | The level of implementation of this element has improved. This will be sustained in the Ramsey model, and it should remain in the guidelines.  |
| <ul style="list-style-type: none"> <li>• Make judgments and decisions, develop service plans</li> </ul>                                    | 90%   | The “road-map” that guides workers on how to use assessment information and the emphasis in the model on critical thinking makes this a strength. This will be sustained in the Ramsey model, and it should remain in the guidelines.  |
| <ul style="list-style-type: none"> <li>• Document information</li> </ul>   | 95%   | Internal DAP case recording system has facilitated the recording of information. This will be sustained in the Ramsey model, and it should remain in the guidelines.   |
| <ul style="list-style-type: none"> <li>• Conduct ongoing assessment of progress and needs</li> </ul>                                       | 100%  | The model requires continuous reassessment, and the completion of the SDM Strengths and Needs Assessment is required at periodic intervals. This will remain in the Ramsey model, and it should remain in the guidelines.  |

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| <ul style="list-style-type: none"> <li>Exchange information with family and service providers and courts, and update service plans regularly</li> </ul> | 90%  | Service plans are updated regularly. Information is exchanged with families and service providers. This will remain in the Ramsey model, and it should remain in the guidelines.  |
| <ul style="list-style-type: none"> <li>Reassess strengths and needs prior to case closure</li> </ul>  | 100% | Strengths and needs are reassessed prior to closing a case. This will remain in the Ramsey model, and it should remain in the guidelines.   |
| 3. Address the big picture  | 100% | The information gathered across the nine domains of functioning in the Ramsey County model provides a comprehensive view of the family's situation. This will be sustained in the Ramsey Model. This should remain in the guidelines.                   |
| 4. Assess multiple domains for the family, children and youth   | 100% | The assessment process involves assessing nine domains of functioning in the Ramsey County model. This will be sustained in the Ramsey guidelines, and it should remain in the guidelines.  |
| 5. Reassess strengths and needs over the life of the case   | 100% | Continuous reassessment is included in the model, and the completion of the SDM Strengths and Needs Assessment is required at periodic intervals.   |
| 6. Establish effective working partnerships with families to identify and respond to needs  | 80%  | Workers' abilities to engage and form working partnerships with families have improved. This will be sustained in the Ramsey model, and it should remain in the guidelines.   |
| 7. Collaboration between child welfare agencies and community partners  | 80%  | Work on establishing partnerships is on-going. Working partnerships have been strengthened with the schools, police, County Attorney's Office, and Court personnel. This will be sustained in the Ramsey model, and it should remain in the guidelines. |
| 8. Organizational and administrative supports and staff time  | 80%  | Training, policies, and supervision have been strengthened. This will be sustained in the Ramsey model, and it should remain in the guidelines.   |