

<b>CQI Strategy Meeting</b>	<b>Date: 12/14/23</b>
Present in Attendance: <ul style="list-style-type: none"> <li>○ Sign-in sheet/Teams attached</li> </ul>	<b>Site: ODHS Child Welfare East Branch</b> <b>CQI Analyst Assigned: Anni Macdonald</b>  <b>Next Mtg Date: Feb 2024</b>

Identified Lead Measure:																			
<p>Caseworkers are working with service providers and natural supports within families to manage out of control behavior which impacts child safety. The ongoing safety plan describes how the children are unsafe and how the safety threat specifically impacts child vulnerability. The plan is regularly updates as the family circumstances change. <b>The Deep Dive data to the right shows performance trends regarding the accuracy and sufficiency of ongoing safety plans in the cases reviewed (n) from ODHS Child Welfare East Branch over the last 5 years</b></p>	<div><p>Accurate &amp; Sufficient Ongoing Safety Plans</p><table><tr><th>Period</th><th>Percentage</th><th>n</th></tr><tr><td>Sep-21</td><td>18%</td><td>11</td></tr><tr><td>Mar-22</td><td>0%</td><td>8</td></tr><tr><td>Sep-22</td><td>10%</td><td>10</td></tr><tr><td>Mar-23</td><td>20%</td><td>10</td></tr><tr><td>Sep-23</td><td>13%</td><td>8</td></tr></table></div>	Period	Percentage	n	Sep-21	18%	11	Mar-22	0%	8	Sep-22	10%	10	Mar-23	20%	10	Sep-23	13%	8
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<b>Problem Statement &amp; Theory of Change (a hypothesis that connects the steps to the goal)</b>
<p><b>Problem Statement:</b></p> <p>87% of Ongoing Safety Plans do not consistently describe in plain language what is currently going on within the family that is unsafe, are not reviewed frequently enough, and Child Welfare is not partnering with the parent and providers to create them.</p> <p><b>Proposed Theory of Change:</b></p> <p>By providing support and feedback to caseworkers to use clear, direct, plain language when writing Ongoing Safety Plans, Ongoing Safety Plans will be easier to understand and use for parents and providers, which over time will result in decreased Maltreatment in Substitute Care, Recurrence of Maltreatment, and Reentry to Substitute care.</p> <p>By providing support and training for caseworker's engagement skills when working with parents, there will be improvement to the relationship between caseworkers and parents, an increase in the collaboration of safety plan creation and increased understanding by all using</p>

the Ongoing Safety Plans, which over time will result in decreased Maltreatment in Substitute Care, Recurrence of Maltreatment, and Reentry to Substitute care.

By providing ongoing training and coaching to caseworkers focused on quality elements of Ongoing Safety Plans, Ongoing Safety Plans will improve in quality and consistency and be easier to understand by all, which over time will result in decreased Maltreatment in Substitute Care, Recurrence of Maltreatment, and Reentry to Substitute care.

**PLAN** *What tasks will we take to attempt change? How will it impact the measurement? Who is responsible for the task? What resources are needed? How and when will this be communicated to staff?*

**Cycle Number & Dates:** Cycle 1, November 2023 – November 2024

Action Step #1	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	Equity Considerations
Date created: 12/14/23 Strategy Meeting				
Every 90 days, a parent-identified Parent Support Person will attend the Parent Face-to-Face contact with caseworker	Caseworkers will coordinate/invite support person as identified by parent & document in the F2F contact casenotes	Begins during January Parent Face-to-Face Contacts	CQI Analyst will review a sample of case notes Quarterly to track how often it's happening	Ensure culturally responsive resources and parent support  ICWA specific SSP Tribal Coaches may be the support person invited

**Notes:**

- A Parent Support Person could be a community provider or an identified family support
- Parent can decline without consequence
- Caseworkers should bring copy of Ongoing Safety Plan to this contact
- Parent contact should occur with parent preference of location

Action Step #2	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	Equity Considerations
Date created: 12/14/23 Strategy Meeting				
When updating a Safety Plan, caseworkers will engage community providers for feedback on the OSP	<p>Caseworkers will solicit feedback from community providers engaged with the family when writing the plan</p> <p>Supervisors will review and document conversation regarding if this is being done during 90 day staffings</p>	Goal to start is January 16th	<p>CQI Analyst will review 90day staffing notes for supervisor prompt/review</p> <p>CQI Analyst will review a sample of case notes for communication with community provider. Additional review of community partner notes (found in File Cabinet in ORKIDS) for these contacts will also be reviewed.</p>	<p>Soliciting feedback from culturally responsive/appropriate providers</p> <p>Equity would include this practice/action step being taken by all caseworkers so that all families receive this support/approach to their Ongoing Safety Plan</p>
<b>Notes:</b> <ul style="list-style-type: none"> <li>Caseworkers can bring feedback on an Ongoing Safety Plan to weekly lab or Essentials of Safety Plan Forum to help incorporate the feedback into the Ongoing Safety Plan</li> </ul>				

Action Step #3	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	Equity Considerations
Date created: 12/14/23 Strategy Meeting				
An agenda item will be added to all	All meeting facilitators	Starts January 1st	CQI Analyst will be CC'd on family	Facilitation contractors have

Family meetings (Family Engagement Meeting, Family Decision Meetings) to review the Ongoing Safety Plan and ensure family has a copy of it	/anyone who facilitates a family meeting		meeting notes and will track frequency that the agenda item is included/discussed	varying expectations and skill – CQI Analyst will review notes for trends related to this disparity
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**Notes:**

- The discussion about the Ongoing Safety Plan may be overt or discussed in parts if needed for the type of meeting and other agenda items
- Parents can decline to discuss Ongoing Safety Plan
- Cheryl, Kara, & Anni will meet to further discuss communication of this expectation to meeting facilitators that are currently being used by the branch

Action Step #4	Who will complete action?	Timeline/Due Date:	How will we measure if this is happening? How will we measure if it's having the desired impact?	Equity Considerations
Date created: 12/14/23 Strategy Meeting				
All Permanency caseworkers & Supervisors will attend Essentials of Safety Plan Forum monthly, which will focus on: <ul style="list-style-type: none"> <li>• Engagement skills</li> <li>• How to write an Ongoing Safety Plan</li> <li>• Using plain language</li> </ul>	Supervisors will communicate expectations that everyone attend and participate	January	Attendance list sent to CQI Analyst  Discussion Notes CC'd to CQI Analyst	Not everyone works on Friday – how do we get the information to them?

<ul style="list-style-type: none"> <li>Culturally responsive Safety Plans</li> </ul>				
<b>Notes:</b> <ul style="list-style-type: none"> <li>There was a suggestion that CPS workers be included in this action step, however not all CPS workers are available/work at that time. Can we record this for workers who can't attend?</li> </ul>				

Measurements
<p><b>What are we going to measure?</b></p> <p>Quarterly, the CQI Analyst is tracking how frequently caseworkers are bringing a parent-identified support person to the monthly face-to-face contact to support engagement and review the Ongoing Safety Plan</p> <p>Quarterly, the CQI Analyst is tracking how frequently the 90 Day Staffing notes indicate the supervisor and caseworker reviewed getting community provider input to the Ongoing Safety Plan.</p> <p>Quarterly, the CQI Analyst is tracking how frequently Family Meetings include an agenda item to review the current Ongoing Safety Plan and if the family has a copy of it.</p> <p>Quarterly, the CQI Analyst is tracking the monthly attendance of Essentials of Safety Plan Forum and topics discussed.</p> <p><b>How will we know the plan is working?</b></p> <p>We will know the plan is working if caseworkers are able to bring a parent identified support person to a Face-to-Face contact and review the Ongoing Safety Plan. Success would also include caseworkers reworking/rewriting Ongoing Safety Plans with parents and parent support if needed to make more sufficient or clear and easier to understand and follow.</p> <p>We will know the plan is working if caseworkers are using community provider feedback when writing the Ongoing Safety Plans. The Ongoing Safety Plans would be more easily understood and more tailored to the specific needs and culture of the family.</p>

We will know the plan is working when if all families have copies of their current Ongoing Safety Plan and the team is discussing what the plan is and any needed updates on a regular basis. Success could also look like families and parties to cases coming to expect this as part of regular practice, along with expectation that the plan is collaborative.

We will know the plan is working if Ongoing Safety Plans improve in quality and use of plain, direct language to talk about safety threats, and a decrease in vague, blaming, and offensive language.

**How will we determine all families are being impacted equitably?**

During quarterly reviews, CQI Analyst will be tracking which cases these practices and changes are being implemented on to ensure equity across all families served. Trends will be shared with the team quarterly to adjust as needed.

During quarterly reviews, CQI Analyst will be analyzing trends regarding family meeting facilitators and the ability to successfully include the agenda item of reviewing the Ongoing Safety Plan.

During quarterly reviews, CQI Analyst will analyze trends around caseworkers using culturally responsive and appropriate community providers to solicit feedback and parent support to attend monthly contacts.

**Advisory Committee Review and Recommendations**

**Review/Recommendation (include date of review/recommendation):**

**Notes:**

**Site Response (date replied):**