

Executive Summary:

Improving Federal Outcomes Using CWS/CMS: Topics for Supervisors and Managers

Course Description:

CWS/CMS is the vehicle by which the local Child Welfare offices in California communicate with the Federal Government. CWS/CMS is a vast and complicated system and, as a busy Supervisor or Program Manager it's often necessary to prioritize tasks within the system according to necessity. This training will offer management staff insight into the fields and tasks in CWS that directly relate to individual outcome measures. The participants will also learn, and practice, correction techniques in an effort to mend data errors before they are sent to the Federal Government for final report. This course will utilize PowerPoint lecture, small group interaction, and direct practice using CWS/CMS scenarios.

Target Audience:

This training is appropriate for Child Welfare Supervisors, Program Managers, Division Directors, Data Analysts, new Helpdesk personnel or anyone who may be responsible for data and/or data correction in the County. Individuals participating in the training should be familiar with reopening closed referral/case privileges in CWS/CMS and some prior knowledge of both Safe Measures and Federal Outcomes prior to the training.

Learning Objectives, trainees will:

At the end of the day, trainees will have

- ✓ Understand the importance of recording documentation in CWS/CMS and timely data entry.
- ✓ Identify the federal outcomes with screen shots of the CWS/CMS fields that state and feds are tracking.
- ✓ Identify frequent pitfalls and possible 'mis-steps' in recording information in CWS CMS.
- ✓ Be able to correct outdate/out of compliance case plans.

Ways in which Supervisors/Managers/Directors can support transfer of learning from the classroom to the job.

Before the training

1. Use SafeMeasures to review County and/or individual Unit data to determine areas that may be of concern
2. Use SafeMeasures to review County data to determine common data errors
3. Discuss individual goals for acquiring training knowledge
4. Review the federal outcomes for your county and identify strengths and challenges for your county

After the training

1. Review individual county data for accuracy.
2. Apply tips and techniques that were acquired during training.
3. Discuss the importance of compliance with federal outcome measures with all staff.