

Executive Summary

Course Title: SafeMeasures – Introduction Level 3 Hour Course

Applies to courses currently titled:

“Introduction to SafeMeasures”

“Introduction to SafeMeasures for Front End Staff”

“Introduction to SafeMeasures for Back End Staff”

Outline of Training:

The course provides participants with an overview of using SafeMeasures as an effective day to day reporting tool to help manage caseloads. Participants will become familiar with the basic functionality of Safe Measures and how to use “My Caseload” and “My Unit” to quickly assist with prioritizing work. Participants will become familiar with the basic reports, the outcome reports and devise a personal plan for using Safe Measures in their practice to help facilitate caseload organization, work prioritization and how to tie it to the outcomes that are created for San Francisco’s child welfare children and families.

Target Audience: Child Welfare administrative, line and support staff that use or are responsible for the data entered in the State Child Welfare Services/Case Management System and who are **unfamiliar** with SafeMeasures.

Outcome Objectives for Participants:

As a result of this training, participants will be able to log on to SafeMeasures and access and print out reports on their individual and/or unit and Agency performance.

Participants will be able to understand their work priorities and use Safe Measures as a tool to track performance.

Ways that Supervisors can support the Transfer of Learning from the classroom to the job...

BEFORE the training

Supervisors/Managers/Directors can review the importance of Federal and State child welfare outcomes and review the executive summary with the staff member. The supervisor should identify the importance of the SafeMeasures reporting tool in providing important information that assists in ensuring that staff and the Agency are delivering high quality effective services that result in increased safety, permanency and well-being for California’s children and families.

AFTER the training

Supervisors/Mangers/Directors can ask that direct reports bring relevant SafeMeasures reports to regular individual and group supervision meetings for discussion, assessment and monitoring.