

## Executive Summary

**Course Title:** Advanced SafeMeasures for Supervisors

3 Hour Course

### **Outline of Training:**

#### *Purpose:*

Increase proactive use of SafeMeasures by supervisors in order to improve process and outcome measures.

#### *Prerequisites:*

SafeMeasures user ID

#### *Objectives:*

This class will ensure that participating staff have a basic understanding of SafeMeasures navigation and how to perform more advanced navigation. It will provide participants with an opportunity to learn ways to incorporate SafeMeasures into their individual supervisory or administrative practice. It will provide instruction and demonstration so that participants can better understand how their unit or work section is functioning and how to help their people or areas of responsibility improve on measures. Using lab computers, participants will perform navigation and will create a customized plan for using SafeMeasures that is simple, focused and effective.

**Target Audience:** Child Welfare supervisors and administrators that use or are responsible for the data entered in the State Child Welfare Services/Case Management System and who have basic level knowledge of SafeMeasures if possible.

### **Outcome Objectives for Participants:**

As a result of this training, participants will be able to perform SafeMeasures basic navigation and how to perform and access help for more advanced navigation.

Participants will know how to use at least one key report proactively to assist with improvement of measures.

Participants will create a customized usage-plan for SafeMeasures to assist with higher levels of unit functioning and increased performance on key measures.

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

#### **BEFORE the training**

Managers/Directors can encourage participant to log into SafeMeasures in the week prior to the training to be sure that her/his user ID is active and that she/he remembers their password.

Managers/Directors can encourage participant to bring her/his county's SIP and or strategic plan and discuss with participant what key areas the county will be working in over the next six months.

#### **AFTER the training**

Managers/Directors can review plan with supervisor on an on-going basis and review key reports.