

REVISION NOTES**PRE-SERVICE TRAINING****REVISION SUMMARY OF OCTOBER 2010 CURRICULUM**

SOURCE OF REVISION NEEDS: THE REALIGNMENT OF CLASSROOM TO FIELD AND IN-SERVICE COMPETENCIES

REVISION TOPICS: INTRODUCTION; WORKER SAFETY; AGENCY PROCEDURES/PROTOCOLS; CERTIFICATION

REVISION NOTES			
Course Title: Orientation			
Pages	Module #s	Description of Change	Version Date
TG2 PG9	Trainer Guide Participant Guide Module 1	Introduction to Pre-Service Training <ul style="list-style-type: none"> Removed Court Hearings and Petitions flowchart 	10-01-10 Documents ↓
PG2-4	Participant Guide	Removed course goals/objectives/competencies	
PG5-8, TG2, OH2-4	TG and PG	Updated instructional times and course tracks; added TN regarding required field activities; in-services	
PG 25-26	Participant Guide Module 3	Worker Safety <ul style="list-style-type: none"> Added Assuring Personal Safety 	
TG 13- 14		Agency Procedures/Protocols <ul style="list-style-type: none"> Removed module and created field activity 	
TG17	Participant Guide Module 4	Added Website address to access Performance Assessments	
Course Title: Legal I			
TG8-12 PG5-8	Trainer Guide Participant Guide Module 1	Legal Basis for Child Protection <ul style="list-style-type: none"> Changed Federal Laws to Introduction and removed detailed material that is covered in Removal and Placement 	
TG18- 30, PG16- 20 OH14	Trainer Guide Participant Guide Over Head	Created Module 2 - Evidence	
TG31- 34 PG21	TG and PG	Changed Module 2: Exposure to Liability to Module 3	
TG35- 40 PG22- 30	Trainer Guide Participant Guide	Changed module 3 to module 4: Confidentiality Added information regarding background checks Removed confidentiality scenarios activity Added information regarding Social Media Policy	

Course Title: Legal II			
Pages	Module #s	Description of Change	Date
TG11-19 PG9-13	Trainer Guide Participant Guide	Deleted Module 2 – Evidence – placed in Legal I	10-01-10 ↓
TG20-34 PG 14-24	TG and PG	Changed Module 3 to Module 2	
PG25-36 TG35-43	Trainer Guide Participant Guide	Deleted Module 4: Court Preparation and Participation and placed content in on-line course.	
Course Title: Maltreatments			
Pages	Module #s	Description of Change	Date
TG15, PG31-50	Trainer Guide Participant Guide Module 1	<ul style="list-style-type: none"> • Updated child death review to reflect 2010 summary • Removed all information regarding effects of abuse/neglect on child development (Module 2) and placed in on-line course. • Added bullet updating CFOP requirements for investigation/cases involving child deaths. 	10-01-10 ↓
TG130-146 PG188-210	Trainer Guide Participant Guide	Removed safety planning module and created separate classroom course.	
TG49-53	TG and PG	Removed CD Visual Diagnosis of child abuse and replaced with OHs	
TG83 PG117-118	Trainer Guide Participant Guide	Added information regarding Indicators of Mental Injury	
TG 128 PG186-187	Trainer Guide Participant Guide	<ul style="list-style-type: none"> • Moved Domestic Violence Risk/Danger Assessment and placed in Safety Planning course 	
Course Title: Assessment			
TG 6	Module One	<ul style="list-style-type: none"> • Removed “to be completed on Flipchart” for the activity to allow for trainer to use any media 	
TG10	Module One	<ul style="list-style-type: none"> • Removed Duplicated Part I Relevant Documentation 	
TG 25, OH 35	Module Two	<ul style="list-style-type: none"> • Changed the word Many to any 	
TG 36-42	Module Two	<ul style="list-style-type: none"> • Changed sequence of page numbers and content. 	
TG 44	Module Two	<ul style="list-style-type: none"> • Removed “Questions to be put on Flipchart” to allow trainers to use any media 	
PG 37	Module Two	<ul style="list-style-type: none"> • Updated Court Hearings and Petitions flowchart 	

PG52	Module Two	<ul style="list-style-type: none"> Changed year is case study from 1999 to 1998 	
Course Title: CWSVP			
Pages	Module #s	Description of Change	Version Date
PG7	Module One	<ul style="list-style-type: none"> You are not permitted to ask for or accept gifts, money, business loans, legal advice, offers of free work, or favors from clients or clients family. Replace with: your client's family. Added information regarding not taking family members on home visits. 	10-01-10 ↓
Course Title: Introduction to Interviewing			
Pages	Module #s	Description of Change	Version Date
PG1	Module One	<ul style="list-style-type: none"> Removal of "Cookie Thief" All pages in the PG revised. 	10-01-10 ↓
TG	Module One	<ul style="list-style-type: none"> All TG/PG references have been changed. 	
Course Title: Staffings			
Pages	Module #s	Description of Change	Version Date
PG4	Module One	<ul style="list-style-type: none"> The Lila Sebastian Case Family Members chart; name change from Danielle to Lila was made. 	10-01-10 ↓
Course Title: Case Planning			
Pages	Module #s	Description of Change	Version Date
TG 35 TG 39 TG 41 TG 43 TG 45 TG 46 TG 53 TG 63 TG 69 TG 87 TG88	Throughout	<ul style="list-style-type: none"> Removed instructions to place on Flipcharts for activities – allowing trainer to use any type of media 	10-01-10 ↓
PG35-39		<ul style="list-style-type: none"> Moved Johnson Case Study Part I to Module 3 	
PG 60-65	Module Three Case Assessment	<ul style="list-style-type: none"> Johnson Family Case Study: Added Case Work Activity for 11/08. Removed Planning Process. Included in the directions on PG 44. 	
Course Title: Removal and Placement			
Pages	Module #s	Description of Change	Version Date
PG1	1	<ul style="list-style-type: none"> Updated/corrected statutory references for: Shelter 	10-01-10

		Petition, Shelter Hearing, Shelter Review, & TPR Advisory	↓
PG5	1	<ul style="list-style-type: none"> Corrected 39.402(8)(b) to 39.402(8)(h) and 39.401(19) to 39.502(19) 	
PG6	1	<ul style="list-style-type: none"> Added Subsection (9) and Paragraph (b) to high risk statute 39.301 	
PG8	1	<ul style="list-style-type: none"> Changed JRSS/PR case plan update to Judicial Review Social Study/ Case Plan Update (JRSS/CPU) 	
PG10	1	<ul style="list-style-type: none"> Added 39.6221 & 39.6231 and changed 39.621 to 39.6241 	
PG13	1	<ul style="list-style-type: none"> Added her under probable cause: "probability in his/her mind..." 	
PG22	1	<ul style="list-style-type: none"> Changed PG numbers under materials 	
PG25	1	<ul style="list-style-type: none"> Changed F. S. 39.504(3)(b) to F. S. 39.504(3)(a) Added F.S. 39.504(3)(b) 	
TG	ALL	<ul style="list-style-type: none"> Updated all PG numbers in TG 	
TG2	1	<ul style="list-style-type: none"> Added "They" to must live in their home, in last trainer note. 	
TG9	1	<ul style="list-style-type: none"> Last sentence. ... best interest of the child. Took the "s" out of interests. 	
TG13	1	<ul style="list-style-type: none"> Changed 39.521.1(d)9(f)3(a-d) to 39.521(1)(d)9. and (f)3. a.-d. 	
PG32	2	<ul style="list-style-type: none"> Removed PI QPS cite 19 	
PG33	2	<ul style="list-style-type: none"> Changed PI QPS cite 19 to QPS Cite 20 	
PG34-38 TG31	2	<ul style="list-style-type: none"> Inserted additional information on psychotropic meds from OAP. Information removed from OAP. Adjusted all page numbers 	
PG34	2	<ul style="list-style-type: none"> Removed QPS cite #68 	
PG38	2	<ul style="list-style-type: none"> Changed Title to: "Pre-Consent Review of Psychotherapeutic Medication, for Children Under 11 years old and on Two or More Psychotropic Medications, in Out-of-Home Care". Added: "requests must be submitted on-line at https://psychiatry.ufl.edu/dcf/," 	
PG39	2	<ul style="list-style-type: none"> Removed, "Remember the legal definition of neglect in relation to the provision of medical care." This is also on PG41. 	
PG44	2	<ul style="list-style-type: none"> Corrected 39.521.1(d); 9(f);3(a-d). to 39.521(1)(f) 	
PG45	2	<ul style="list-style-type: none"> Moved "Address continuing to provide prescribed psychotropic medications - F.S. 39.407, F.A.C. 65C-35" to pages 34-35 with other psychotropic med information. 	
PG47	2	<ul style="list-style-type: none"> Changed CM QPS #48, 58-66 to CM QPS #59 	
PG48	2	<ul style="list-style-type: none"> Changed CM QPS #48 to CM QPS #59 	
PG49	2	<ul style="list-style-type: none"> Added 39.402(9) and changed 39.402(9) to 	10-01-10

		39.402(15)	↓
PG51	2	<ul style="list-style-type: none"> • Change materials page numbers 	
PG53-56 TG36	2	<ul style="list-style-type: none"> • Removed Relative Caregiver brochure, pages that follow repeat this information. • Removed references to Relative Caregiver brochure. 	
PG 53	2	<ul style="list-style-type: none"> • Removed criminal history information due to duplicate information a few pages later. • Removed reference to 65C-24 as this code has been repealed 	
PG55	2	<ul style="list-style-type: none"> • Added Relative Caregiver Communication Form 	
TG24	2	<ul style="list-style-type: none"> • Removed Child's needs bullet, as this is the title of the OH and not a bullet. 	
TG26	2	<ul style="list-style-type: none"> • Removed Sole from "If one parent has legal custody..." 	
TG28 OH 21 &22	2	<ul style="list-style-type: none"> • Corrected OH and TG's to match each other. 	
TG29	2	<ul style="list-style-type: none"> • Changed OH 23 title to "Least to Most Restrictive Placements" & added "You must document all efforts to comply with "levels" of placement in FSFN" to be consistent with OH. 	
TG30	2	<ul style="list-style-type: none"> • Corrected cite 39.402(8)(b)8. to 39.402(8)(h)8. • Corrected cite 39.401(19) to 39.502(19) • Corrected cite 39.402(8)(b)6. to 39.402(8)(h)6. 	
TG31	2	<ul style="list-style-type: none"> • Corrected PI QPS#26 to PI QPS#36 • Corrected 65C-29.003(6)(a)1.d. to 65C-29.003(5)(a)1.d. 	
TG35	2	<ul style="list-style-type: none"> • Inserted reference to Relative Caregiver Communication Form. • Correct OH 34 title to "Your Responsibilities" to match OH 	
TG37-40 OH32-38	2	<ul style="list-style-type: none"> • Moved Background Checks behind RCP information to be consistent with PG. 	
TG37	2	<ul style="list-style-type: none"> • Rearranged OH 33 reference to match OH 	
OH34	2	<ul style="list-style-type: none"> • Corrected OH to match TG "unified" home study 	
TG40	2	<ul style="list-style-type: none"> • Corrected OH39 reference to match OH "Social Service" 	
TG41	2	<ul style="list-style-type: none"> • Corrected OH40 reference to match OH "of the parent or prospective parent" 	
PG66	3	<ul style="list-style-type: none"> • Removed PG references for ICPC forms 	
PG 68-75 TG 52	3	<ul style="list-style-type: none"> • Removed ICPC forms to create a field activity. 	
PG73-78 TG52	3	<ul style="list-style-type: none"> • Removed Common Answers to MEPA Questions 	
TG 55-56 PG 90-91 OH 54-57	3	<ul style="list-style-type: none"> • Added SIJS information from Legal 1, updated pages 	
OH56 TG56	3	<ul style="list-style-type: none"> • Corrected F.A.C. 65C-30.003(4)(c) to F.A.C. 65C-30.003(6)(c) 	

TG57	3	<ul style="list-style-type: none"> Corrected (PI QA #33; CM QA #29,32) to (PI QPS #33; CM QPS #28,31) 	
OH57	3	<ul style="list-style-type: none"> Changed special placements to sibling placements 	
TG58	3	<ul style="list-style-type: none"> Removed all references to “Sibling Issues/Separation Experiences” and removed instruction to show video. 	
Course Title: Investigative Response			
Pages	Module #s	Description of Change	Version Date
PG1-4		<ul style="list-style-type: none"> Removed Goals and Objectives 	10-01-10 ↓
PG6-10	1	<ul style="list-style-type: none"> Removed pages for Categories and Types of Intakes as this is duplicate information already addressed in Maltreatments. 	
PG	ALL	<ul style="list-style-type: none"> All PG pages updated 	
PG2	1	<ul style="list-style-type: none"> Changed cite for Child Death due to Abuse, Neglect from 38.806(1)(g) to 38.806(1)(h). 	
PG	ALL	<ul style="list-style-type: none"> Removed all FSN Job Aid notations 	
PG13	1	<ul style="list-style-type: none"> Grammatical fixes, uncapped non-proper manes. 	
PG20	1	<ul style="list-style-type: none"> Changed cite 65c-29.003(1)(n) to 65c-29.003(3)(n) 	
PG22- PG37	1	<ul style="list-style-type: none"> Updated dates on Non Seed Data intakes Added confidentiality statement to each page 	
PG22		<ul style="list-style-type: none"> Corrected James' role to IN-V removed IN from Kathy 	
PG23	1	<ul style="list-style-type: none"> Added remaining role designations 	
PG25	1	<ul style="list-style-type: none"> Changed county 	
PG26	1	<ul style="list-style-type: none"> Added/ corrected remaining role designations 	
PG27	1	<ul style="list-style-type: none"> Grammatical corrections uncapped “Dad” 	
PG30	1	<ul style="list-style-type: none"> Added/ corrected remaining role designations 	
PG38-39	1	<ul style="list-style-type: none"> Removed Assuring Personal Safety, information placed in Orientation 	
PG39-45	1	<ul style="list-style-type: none"> Removed Interviewing charts, as duplicate information is in Interviewing. 	
PG39	1	<ul style="list-style-type: none"> Corrected PG numbers for Materials. 	
PG46	2	<ul style="list-style-type: none"> Corrected PG numbers in directions 	
PG54-57	2	<ul style="list-style-type: none"> Updated dates on chronological notes and removed worker activity code PG 55 added social worker's name to note 	
PG65-67	2	<ul style="list-style-type: none"> Removed Human Trafficking due to duplication 	
PG75	2	<ul style="list-style-type: none"> Updated PG page number reference 	
PG77	2	<ul style="list-style-type: none"> Corrected bullets on bottom of page 	
PG75-80	3	<ul style="list-style-type: none"> Removed case note documentation information as this information is in the Assessment course. 	
PG94	3	<ul style="list-style-type: none"> Changed RAA to RFA 	
PG95	3	<ul style="list-style-type: none"> Updated PG page number references Also change reference from Case Notes (Jensen) to 	10-01-10 ↓

		Jensen Family Scenario	
PG104	3	<ul style="list-style-type: none"> • Changed wording of Clyde's injury. 	
PG106	3	<ul style="list-style-type: none"> • Grammatical changes 	
PG114	4	<ul style="list-style-type: none"> • Grammatical changes 	
115-129	4	<ul style="list-style-type: none"> • Added confidentiality statements to each page 	
PG122	4	<ul style="list-style-type: none"> • Updated dates 	
PG127	4	<ul style="list-style-type: none"> • Updated dates 	
PG129	4	<ul style="list-style-type: none"> • Updated dates 	
PG131-132	4	<ul style="list-style-type: none"> • Removed, "living arrangement" and at least one "family characteristic/condition" must be selected for closure" as this is not consistent with FSFN • Changed "Closure Checklist" to "Check Here if Closing Checklist is Not Applicable": • Removed, "Adopted by": required when Reason for case closure is Adoption Finalization as this is not consistent with FSFN • Removed, Child Investigation Checklist, Intake/Referrals Initial Assessment Completion Checklist, Intake/Referrals Safety Services Completion Checklist, and Intake/Referrals Ongoing Completion Checklist 	
PG133	4	<ul style="list-style-type: none"> • Updated closure checklist to be consistent with FSFN. 	
PG136	4	<ul style="list-style-type: none"> • Moved 39.01(10) and corrected 39.01(46) to 39.01(47) 	
TG	ALL	<ul style="list-style-type: none"> • Corrected PG numbers 	
TG3 OH3	1	<ul style="list-style-type: none"> • Removed objective "Address personal safety concerns prior to initial contact." 	
TG4	1	<ul style="list-style-type: none"> • Changed Child Maltreatment Matrix to Child Maltreatment index and removed CFOP reference. • Removed reference to Categories and Types of Intakes 	
TG10	1	<ul style="list-style-type: none"> • Changed Child Maltreatment Matrix to Child Maltreatment Index. 	
TG	All	<ul style="list-style-type: none"> • Change all Child Maltreatment Matrix to Child Maltreatment Index • Removed all references of "FSFN Job Aid" 	
TG13 OH19	1	<ul style="list-style-type: none"> • Changed reference from 65C-29.003(1)(n) to 65C-29.003(3)(n) 	
TG17	1	<ul style="list-style-type: none"> • Removed human trafficking information 	
TG19-20 OH22-23	1	<ul style="list-style-type: none"> • Removed ensuring personal safety 	
TG19	1	<ul style="list-style-type: none"> • Removed reference to adult and child interview questions 	
TG21	1	<ul style="list-style-type: none"> • Removed, Planning Possible Interview Questions 	
TG21	1	<ul style="list-style-type: none"> • Removed reference to adult and child interview questions 	
TG22	1	<ul style="list-style-type: none"> • Removed the following review questions: ? Describe the differences between additional and supplemental intakes. (PG7) 	

		? How can you help to assure your personal safety prior to initial contact? (PG48-49)	
TG33	2	<ul style="list-style-type: none"> Added, Children should not be used as translators to conduct interviews but can translate for basic information. 	
TG35	2	<ul style="list-style-type: none"> Removed Human Trafficking reference Removed worker safety Trainer note. 	
TG37	2	<ul style="list-style-type: none"> Removed Human Trafficking 	
TG51	2	<ul style="list-style-type: none"> Inserted Protective Capacities questions and answers Implications moved to next page 	
TG63	2	<ul style="list-style-type: none"> Removed case note references 	
TG66	2	<ul style="list-style-type: none"> Removed Case Note instruction 	
TG 66	2	<ul style="list-style-type: none"> Removed information on updating the SA as this is in Module 3 	
TG68	2	<ul style="list-style-type: none"> Removed updating SA question from review 	
TG73 OH56	3	<ul style="list-style-type: none"> Changed w/n to w/in 	
TG74 &75 OH57	3	<ul style="list-style-type: none"> Changed RAA to RFA 	
TG76	3	<ul style="list-style-type: none"> Removed reference to adult/child interview questions 	
TG 77	3	<ul style="list-style-type: none"> Updated dates on SA 	
TG80	3	<ul style="list-style-type: none"> Change response to number 26 to yes to be consistent with previous SA on same family. 	
TG92	4	<ul style="list-style-type: none"> Removed "Materials" as this was duplication 	
TG96	4	<ul style="list-style-type: none"> Changed RAA to RFA 	
TG97	4	<ul style="list-style-type: none"> Removed "Materials" as this was duplication 	
TG98	4	<ul style="list-style-type: none"> Removed "Materials" as this was duplication 	
TG99-100	4	<ul style="list-style-type: none"> Removed Sections IV b-e and V from the suggested answers as this is not part of the activity, the activity only covers sections VI and VII 	
TG101-102	4	<ul style="list-style-type: none"> Changed Child Maltreatment Matrix to Child Maltreatment Index. 	

Course Title: OAP

Pages	Module #s	Description of Change	Version Date
TG 43 TG 96 TG 109 TG 111	Activities throughout modules	<ul style="list-style-type: none"> Removed direct groups to stand by flipchart Removed instructions for flipchart documentation for activities throughout 	10-01-10 ↓
TG 109 OH 21	Module Five	<ul style="list-style-type: none"> Removed Flipchart & Added OH 21 with questions Added OH 21 	
TG 111-114 OH 21-23	Module Five	<ul style="list-style-type: none"> Changed OH 21-23 numbers in TG 	
TG 43 TG 96 TG 109	Activities throughout modules	<ul style="list-style-type: none"> Removed direct groups to stand by flipchart Removed instructions for flipchart documentation for activities throughout to allow trainer to use other media 	

TG 111			
TG 109 OH 21	Module Five	<ul style="list-style-type: none"> Removed Flipchart & Added OH 21 with questions Added OH 21 	
TG 111-114 OH 21-23	Module Five	<ul style="list-style-type: none"> Changed OH 21-23 numbers in TG 	
TG 3-4	Table of Contents	<ul style="list-style-type: none"> Topic pages renumbered 	
TG vii-viii	To The Trainer	<ul style="list-style-type: none"> Changed PG numbers 	
TG 5	Module One: Introduction	<ul style="list-style-type: none"> Removed pre disposition Study(PDS) 	
TG 6 & TG7	Module One: Introduction	<ul style="list-style-type: none"> Restructured the review of the JRSS/CPU and QPS standards. Removed the activity and emphasis is placed on trainer reviewing the JRSS/CPU QPS with the requirements/law. Removed Requirements for JRSS/CPU (Answer Key) 	
PG 13	Module One: Introduction	<ul style="list-style-type: none"> Added QPS #'s to the Requirements for JRSS/CPU and QPS Standards 	
PG 10	Module One: Introduction	<ul style="list-style-type: none"> Changed Service Planning Conference Checklist to Case Transfer Staffing Checklist 	
TG 14	Module Two: Contacts	<ul style="list-style-type: none"> Condensed Johnson Family Case Work Activity & Case Notes 12/1/08-5/3/09 	
TG 16-17	Module Two: Contacts	<ul style="list-style-type: none"> Removed ICPC flow chart reference (placed in R&P) 	
TG 32	Module Four: Assessing Progress	<ul style="list-style-type: none"> Removed Psychotropic medication Removed Consent for Treatment and Release of Medical Information Removed pre-Consent Review for Psychotherapeutic medication (Placed in R&P) 	
TG 91	Module Four: Assessing Progress	<ul style="list-style-type: none"> Changed OH 12-17 to OH 13-17 	
TG 102	Module Five: Permanency	<ul style="list-style-type: none"> Removed Tuition Waivers reference 	
TG 108	Module Five: Permanency	<ul style="list-style-type: none"> Under Materials Added CM Quality of Practice Standards Added Refer class to QPS #1, 2 	
TG	All Modules	<ul style="list-style-type: none"> Updated PG #'s 	
PG i-ii	Table of Contents	<ul style="list-style-type: none"> PG pages renumbered 	
PG 10	Module One: Introduction	<ul style="list-style-type: none"> Changed Service Planning Conference Checklist to Case Transfer Staffing Checklist 	
PG 37	Module Two: Contacts	<ul style="list-style-type: none"> Added Assessment Data DOB for Johnson children & mother 	
PG 38	Module Two: Introduction	<ul style="list-style-type: none"> Added case Work Activity 11/5/08- 11/11/08 	
PG 43-55	Module Two: Case Work Contacts	<ul style="list-style-type: none"> Removed Johnson Chronological Notes and added them to Case Work Activity (Condensed) 	
PG 57-59	Module Two:	<ul style="list-style-type: none"> Removed Johnson Chronological Notes and added 	

	Case Work Contacts	them to Case Work Activity (Condensed)	
PG 61, 63-65, 67-72,74	Module Two: Contacts	<ul style="list-style-type: none"> Removed Johnson Chronological Notes and added them to Case Work Activity (Condensed) 	
PG 113-114	Module Two: Contacts	<ul style="list-style-type: none"> Removed ICPC flow chart (In R&P) 	
PG 135-140	Module Four: Assessing Progress	<ul style="list-style-type: none"> Removed Psychotropic medication Removed Consent for Treatment and Release of Medical Information Removed pre-Consent Review for Psychotherapeutic medication (Placed in R&P) 	
PG 171	Module Five: Permanency	<ul style="list-style-type: none"> Removed Tuition Waivers reference 	
Course Title: Removal and Placement FSFN			
Pages	Module #s	Description of Change	Version Date
PG3	1	<ul style="list-style-type: none"> Updated Veronica's information to, "Single African American Female" 	10-01-10 ↓
PG9 TG8-11	1	<ul style="list-style-type: none"> Changed first box to, "In the Diligent Search Outcome box, select the Parent Located checkbox, this Makes Conducted By field mandatory Added step-by step directions on launching the Affidavit of Diligent Search and information about the pop-up box that appears when the outcome is completed and saved and the Affidavit has not been launched. Changed Buddy Case to FN1, Gerry (AD) 	