

Module V Learning Lab: Note-Taking Guide

I want to enhance these skills:



I hope to gain _____ from this Learning Lab.



Initial Planning

1. What hypotheses do you have about this report?
Generate as many as possible.

Hypothesis:

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2. What information should be gathered?

3. Who should be contacted, and why?

4. In what order should contacts be conducted and why?

5. Which community team members should be involved in the fact gathering activities?

6. Who should complete which tasks in the fact gathering process?

7. What is your hypothesis about how the child's safety may be ensured?

8. Where would the contacts take place? (Refer to Issue #5 in the handout on CAPTA 4th and 14th amendment rights that addresses interviewing the alleged victim at school.)

9. Who should be present during the contacts with the ACV/CSR?

10. How would you plan for worker safety issues during home visits?

11. Are there cultural issues that must be addressed?

Notes:



Interview with: _____



1. What did you learn during the interview?

2. What information do you think is missing?

3. Did the caseworker ask enough questions to get all of the available information?

4. Is the ACV/CSR in immediate danger of serious harm?

5. What is your hypothesis about child safety at this point?

6. How soon do you need to interview the ACV/CSR?



Other Notes:



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Other Notes:



Conclusions:

1. What do you think happened in this case?

2. What is your preliminary safety assessment of this family?

- What safety factors are present?

- What child vulnerabilities are present or lacking?

- What protective capacities are present or lacking? What safety threats are active?

- What additional information do you need to make a thorough assessment of safety?

3. Based on the information you have thus far, what might your safety response be?



Next Steps: Fact Gathering Process:

1. What additional information do you need to complete the holistic assessment process?

Family Assessment:

Case Disposition:

2. How would you gather that information? Who would you interview? Where? What would be the sequence of your interviews?

3. Please list 3 possible interview questions for each of the topics you list in the first question.

4. List any other considerations for planning the investigation.



Other Notes:



Transfer of Learning:

List 3 things you will modify or add to your practice when you return to work:

1. _____

2. _____

3. _____

Your feedback is very important to us. Please complete your E-Track Evaluation.

