



**STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
CHILDREN'S ADMINISTRATION**

1115 Washington St. SE OB2 • PO Box 45700 • Olympia WA 98504-5700
(360) 902-7999 • TDD (360) 902-7906 • FAX (360) 902-7588

June 17, 2011

TO: Regional Administrators
Deputy Regional Administrators
DCFS Area Administrators
Administrator, Licensed Resources
Area Administrators, Licensed Resources
Children's Administration Staff

FROM: Becky Smith, Acting Director
Field Operations, Children's Administration

SUBJECT: NEW CHILD SAFETY FRAMEWORK

Children's Administration is implementing a new Child Safety Framework. CA HQ and field staff, including social workers, supervisors and Area Administrators have been working with the National Resource Center for Child Protection Services (NRCCPS) for well over a year now to strengthen our child safety decision making practices.

CA's new Child Safety Framework strives for effectiveness, clarity and consistency with assessing and intervening into child abuse and neglect. Our new safety threat assessment, analysis and planning process emphasizes the priority of focusing on child safety throughout the life of the case, from the first referral through case closure; child safety drives all key decisions.

The Child Safety Framework is reliant on good social work practice and is congruent with strength-based practice and the CA Practice Model. Safety is what we do; family-centered practice is how we do it.

To support the implementation of this framework, web based Child Safety Framework overview training has been developed for all staff and is now available on the CA intranet home page. All social workers and supervisors must complete this mandatory training before they attend the first in-person classroom training.

Staff required to complete this training will be pre-registered. Each staff member and their supervisor will receive an email from the DSHS Learning Center confirming this registration. To launch the web based training through the DSHS Learning Center, follow the attached instructions and click on the following link:

<http://training.dshs.wa.lcl>

Additional classroom training for the new Child Safety Framework will begin in late June and continue through September 2011. Classroom training will be provided in three phases, each phase will consist of one day classroom training. Supervisors, Area Administrators and FTDM facilitators will complete the training first, followed by social workers and other identified staff. Training flyers will be distributed in each region announcing the upcoming classroom training and registration instructions.

Attachment

Launching the Online Course:

- Access the [DSHS Learning Center](#)
- Click on **My Courses** (located in the Teal Tool Bar)
- Click on **Online Courses**
- Click on the **Course Name**
- A separate window will appear, click on the **Course Title** (located under Lesson Name)

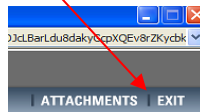


Lesson Name	Status	Score	Time	Number of Attempts
Test slide	Not Attempted	-	-	0

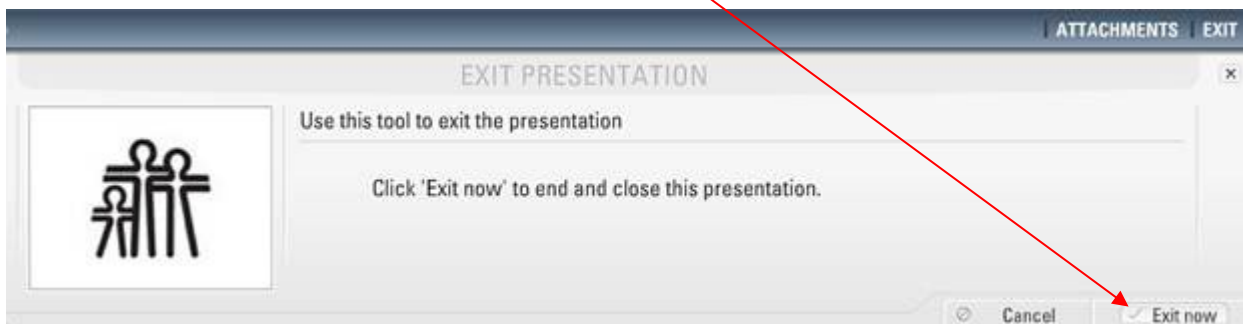
- Be sure to leave the Learning Center Browser window open while you take the online course

Exiting the online course properly is vital to capture your completion of this training in the system:

- Click on **Exit** (located in upper-right side of the screen next to attachments)



- An Exit Presentation window will open, click on the **Exit Now** button



Verify you received completion credit and printing a completion certificate:

- Click on **Completed Training** (located in the yellow tool bar)
- Located in the top portion of the screen will be a list of Online Courses you have completed, you will have the option to print a **Completion Certificate** by clicking the option under Options

Please note your historical data from Aspen and HRDIS has not been migrated to the DSHS Learning Center. Your training record will not appear complete – as soon as the historical data has been migrated an all-staff email announcement will go out informing you.