



Family & Children's Services of Renfrew County

Together, A Caring Community.

CHILDREN/YOUTH SERVICES WORKER

Two Positions: One contract until March 31st, 2018
One contract for one year

Department: Adolescent Services Team

Accountability: Supervisor Adolescent Services Team

Location: TBD

GENERAL OBJECTIVES:

- The children's services worker position ensures that children in care are provided with counselling and developmental support services sufficient to ensure growth and development. Developmental status on admission and throughout care is benchmarked.
- The position ensures that foster parents are provided with adequate supervision, consultation and client information and that their parental capacity is continuously enhanced in the interests of the child in care and the biological children of foster parents.
- The position is focused on the dyad or relationship between parent and child and the mutual attachment and development is the subject of ongoing contact involving the foster parent, the child and the child care worker.

GENERAL DUTIES:

The children's services worker provides services to all children coming into the care of the agency, through enhancing the adjustment of the child to care, ensuring safety and promoting child development while in care. In the case of crown wards, the child's worker solely manages the child file but, for children in temporary care, the case management of the child's file is subject to the case plan for the child and family developed by the child protection worker. The position has regular face to face contact with foster providers and child with a view to assessing the strengths of family care and the development of the child.

The position completes admission psychometric testing (CAFAS) including both functional and educational assessments. The position will routinely track child progress through functional

assessments and ensure appropriate reporting of child progress to the assigned child protection worker.

The position will supervise access orders on the assigned caseload using structured methods authorized by the agency.

The position is designed to support decision making within the child protection context and to ensure that child protection decisions are well informed regarding the progress and development of children in temporary care.

DUTIES PERFORMED ON A REGULAR BASIS:

- Maintains an assigned caseload of children in care and ensures consistent and regular face to face contact and counselling of the assigned child and foster parents.
- Ensures that case planning including recording and plans for care are performed on an as required basis and submitted for review by the assigned child protection worker when the child is in temporary care and ensures implementation of the plan of care.
- Maintains file as per agency standards including casenotes, recording, plans for care, etc.,
- Supervise and support foster care setting to which a child is assigned with regular face to face contact and evaluation of the provider.
- Routinely ensures face to face counselling contact with children and where necessary and in concert with the child protection worker, authorizes and refers to specialized external services designed to meet special child needs.
- Participates as a member of the Children's Services Team and receives case assignments from assigned management staff.
- Maintains continuous liaison with institutional and other child care providers including education and external treatment resources.
- Administers required psychometric testing and ensures that the results are recorded and reported to the assigned child protection worker.
- In coordination and consultation with the child protection worker, ensures that access visits are supervised as per court order and that appropriate feedback is provided to the child protection worker regarding the conduct of supervised and access visits.
- Provide ancillary services as required.

LIMITATIONS:

- These children's services positions are not authorized by the agency to act under the

- C.F.S.A. as Child protection workers and accordingly are prohibited from engaging in selected decision making. This includes decisions to admit or discharge children and activities associated with the investigation of a need for protection.
- The positions also are limited by a requirement that recordings and plans for care including treatment intervention methods are signed off by the assigned child protection worker. This limitation ensures that the delivery of child care services are linked to the case management responsibilities of the authorized child protection worker and clearly segregates the broad-based social work decision responsibilities from the limited child care service responsibilities.

PERFORMANCE INDICATORS:

- Maintenance of weekly calendar which highlights face to face contact with client, foster parents and collaterals at a level of approximately 60% of time available.
- Preparation of service plan goals and plan for care on each case as per policy and recording requirements.
- Completion of ongoing case recording and demonstrated compliance with child care standards via ongoing reported audit.
- Regular contact with foster providers on both an in-house and in-home basis and in concert with the child in care (discharges are expected to be planned as per the plan for care).
- The management of crisis provoked by children in care who exhibit behaviours which threaten placement, safety, educational achievement, etc.
- Of the successful administration and review of test protocol including educational assessment and child functional assessment on a regular basis.
- Ongoing completion of electronic casenote records and continuous reporting of progress and problems to the assigned child protection worker.
- Attendance at regular supervision with clinical and policy review issues emanating from the child in care caseload.
- Consistent and structured design of access visits with casenote reporting.
- Adherence to directives issued via internal and external audit.
- Demonstration of appropriate counseling technique and skills via videoed consultations and via foster parent satisfaction reporting.

DIFFICULTY OF EXECUTION:

The position links the child in care and the foster home with the agency's intervention service and the child care worker assumes prime responsibilities for delivery of the counseling service and for monitoring adjustment and child development. Issues of separation from biological parents and uncertainty regarding future attachments present significant challenges for these

positions as to varying levels of individual disturbance on the part of the children admitted to the care of a Children's Aid Society. Strong linkages with foster parents are difficult to execute given the varying capacities of foster parents but are seen as an essential and proactive function of the job. A primary objective of a child care structure is reduced breakdown in foster care through increased supervision and increased access by foster parents to appropriate training supported by the assigned child care position.

OUTCOME MEASURES:

These Children's Services positions ensure intensity of service to children in care with a view to the following:

- To substantially reduce the rate of unplanned discharge (breakdown) of child placement in foster homes. Breakdown considered an exceptional event which provokes specialized protocol-debriefing including psychometric testing conducted by the Resources Department.
- To increase the response of foster parents and their accessibility to ongoing training regarding fostering issues (service and parental style evaluation).
- To increase the educational capacity of children in care by ensuring access to specialized agency delivered tutorial services with these services including initial educational assessment-educational assessment completed for all admissions.
- To increase the level of school attendance and general functioning as a result of item
- The expectation is: rates of school attendance increase, rates of suspension decrease.
- Child care audits achieve 100% adherence to standards based on segregation of caseload and caseload size. The audit response should be experienced not only in the quality of plan for care but also in the timeliness of all forms of documentation.
- Admin service responsibilities should achieve 100% compliance based on the timeliness of child care documentation.
- Supervised access designed around attachment assessment will provide ongoing casenote advice which will assist in protection decision making.

**This position is not designed for contact with biological parents and is not intended to diminish or enhance attachment other than as prescribed by the plan for care authorized by the child protection worker. The prime link to the agency for the protection piece is via the protection worker who must authorize changes in the form and format of access contact.*

REQUIREMENTS OF THE POSITION:

Child care services to children in care are prescribed at the S.W. II level and generally will be occupied by persons who have completed an Honours level degree psychology major. The S.W.

Created: December 2, 2004

Updated: November 2014

II category reflects a specific scale assigned to these positions but does not limit the assignment of child care case material to protection workers where circumstances including geography and specific programming are seen to align the protection and child care service area