

Child Welfare Social Worker and Social Work Supervisor Workforce Information

Children's Administration does not have all of the requested information readily available at this time. We will continue to gather information and will forward it by August 2012 .

1. How staff is recruited and selected:

Recruitment of staff is performed through an on line recruitment system (NeoGov). Positions are posted in accordance to Federation requirements and the Position Description Form.

Each applicant is assessed to see if the required education, experience, skills and abilities are met. The top candidates are then referred to the hiring manager for further review and interviews.

2. Degrees and certifications required for child welfare workers and other professionals responsible for the management of cases and child welfare staff:

See CAPTA Report - Attachment 6

3. Demographic information on current staff and recent hires:

See CAPTA Report – CPS Workforce information, pg. 12

See Attachment 6 – Direct Services Position Type

DSHS is gathering demographic information available for Social Workers and Supervisors

4. Training provided to new child welfare workers to ensure competencies identified:

See the Training Plan (pg 97) and Attachment 1 – Training Matrix

5. Caseload size depending on the child welfare program:

See Attachment 5

6. How ongoing training is selected and provided to ensure the competencies of caseworkers, supervisors, managers and administrators:

See Training Plan (pg 97) and Strategic Initiative- Training, Education and Professional Development System (pg 15)

See CAPTA Report – CPS Workforce information, pg. 14

7. How skill development of new and experienced staff is measured:

New and experienced staff are annually reviewed using the Department of Social and Health Services, Performance and Development Plan (PDP). The Planning form is used at the beginning of the evaluation cycle to describe the functions, skills, and abilities that are essential to success in the position.

During the annual Performance Review period, and throughout the year, the hiring manager documents how well the employee accomplished the functions, skills, and abilities that are essential to success in the position. If there is need for improvement, it is noted and a new planning form, for the following year, is completed with the needed training specified.

8. Information related to tracking staff turnover and vacancy rates.

DSHS is gathering the information available for Social Workers and Supervisors

9. Supervisor- to-Worker Ratios

DSHS is gathering the information available for Social Workers and Supervisors