

# ICW Case Review Implementation Plan

## Region 4

Period covered 2010-2013

Implementation Plan				Progress Report
Goals/Objectives	Activities	Expected Outcome	Lead Staff and Target Date	Progress notes
<p><b>Goal 1.</b>  <b>Improve Practice and procedures around the Tribal Inquiry Process</b></p>	<ul style="list-style-type: none"> <li>• Train all social workers and supervisors on ICW practice expectations in completing the Indian Identity form, Ancestry Chart and FamLink documentation of inquiries sent to the Tribes</li> <li>• Supervisors will monitor individual staff and unit performance on the Tribal Inquiry process</li> <li>• Supervisors will discuss ICW practice in monthly case conferences staffing to ensure documentation is completed.</li> <li>• ICW practice improvement will be a regular discussion topics at unit, office and regional leadership team meetings</li> <li>• Develop a Tribal Inquiry Protocol with the Office of Indian Child Welfare for all tribes. Protocol will include written verification that notification was provided to Region 4 local tribes when there is joint response rather than certified notification. Protocol will be shared with White Center and</li> </ul>	<p style="text-align: center;">All staff will be knowledgeable in notifying Tribes on procedures resulting in improvement in early notification to Tribes.</p>	<p>ICW Program Consultant  Roxanne Finney</p> <p>Supervisors</p> <p>Area Administrators</p>	

	other offices in the region for adaptation to their office procedures.			
	<ul style="list-style-type: none"> <li>Develop a checklist that will be placed in each ICW case</li> </ul>		Jackie Timentwa Cyndie Blair	
<b>Goal 2. Improve documentation of Tribal Notification</b>	<ul style="list-style-type: none"> <li>Develop a procedure that ensures documentation that Tribes have been notified of all court hearings if they have intervened and of new petitions if they have not intervened (these cases should be in the Office of Indian Child Welfare unless a conflict exists).</li> <li>Train staff as appropriate and how to include FamLink training</li> <li>Supervisors to spot check during monthly case conferences.</li> </ul>	A uniform process will be in place Improved compliancy around notification and documentation	CWFS Supervisors ICW Program Consultant  FamLink Trainer-Steve Ellis AA-Chris Robinson  Supervisors	