

Friday Activity Checklist – Week 4

(To be completed and submitted to the Core Coordinator upon return to Core training)

Task	Completed (Y/N)	
1) CW Specialist staffed the Taylor case with supervisor, discussed at minimum: <ul style="list-style-type: none"> • Current children’s situations, issues, suggested services • Located services available in the county (e.g., SoonerStart) • CW Specialist contacted the providers to discuss services offered, added information to the <i>Community Resource Directory</i> • Visitation planning and possible plan for the Taylor case • Reasonable and Active Efforts 	Y	N
2) Discussed with supervisor/mentor and/or resource CW Specialist what placements might be available for children the age and gender of the Taylor children, found out if shelter is available in the county, discussed other options when no placement is available	Y	N
3) Discussed Placement Stability efforts in your county.	Y	N
4) CW Specialist determined if CASA (Court Appointed Special Advocate) is active in their county, if so, discussed role and relationship with CASA, met with CASA director or one of the volunteers	Y	N
5) Supervisor discussed Resource Protocol; including (check all discussed): County protocol for initial meetings Example agenda/format for initial meetings (what should be discussed at the meeting)	Y	N

CW Specialists (with their supervisor) should complete all activities above. For any activities not completed, please provide explanation below:

This completed checklist must be completed and signed by the supervisor and CW Specialist

CW Specialist Printed Name

CW Specialist Signature

Date

Supervisor Signature

Date