

**DRAFT Work Plan**  
**FACS Division Evaluation Advisory Board**  
 May, 2007

**Challenge:** As demonstrated by the Federal Review and subsequent Regional CQI processes, data is essential to program improvement efforts that result in improved outcomes for children and families. The process of gathering and using data to inform decision making is a challenge for the Partnership. In the process of collecting human subjects data, client protections are not in place and client specific informed consent is absent. There are no clear guidelines or standards to provide or obtain data across systems. Evaluators or researchers of projects often do not use a participatory process that would allow for stakeholder input and completed reports usually do not support a need expressed by the Department. A mechanism to process and approve program evaluation projects is not in place nor is there a standardized guidance for implementing or conducting evaluations/research. Dissemination of reports based on evaluation projects lacks an identified procedure.

**Purpose:** To facilitate outcome identification, development and achievement, provide guidance and support for the implementation of service and outcome evaluation activities associated with the Child Welfare Partnership and to promote and develop standardization of evaluation procedures. To use data to inform decision making.

**Partnership activities are based on the following premises:**

1. Collaboration is the most effective means of achieving long term systems improvement.
2. Communication between partners is strengthened and services improved through on-going collaboration within the partnership.
3. Addressing the overrepresentation of children of color in the child welfare system is essential.

**Partnership Goals:** To improve Child Welfare practice in Idaho by:

1. Improving retention
2. Providing quality education
3. Using data to inform practice
4. Integrating best practice into the workforce
5. Providing quality training programs
6. Improving recruitment
7. Mitigating disparate outcomes for children and youth of color

<b>Outcome:</b> To improve child welfare practice through collaboration and communication by:	Outcome Measures
<b>1. Developing strong communication across the partnership and by collaborating to facilitate desired outcomes.</b>	
Develop a process that facilitates the FACS Division identification, development and achievement of Division outcomes.	<i>Products of the work group will be prepared for FACS Administrator, Management Team, and respective Program Committees for review, input,</i>

	<i>and decision-making. Rate the group's progress on the "Collaborative Relationship Development" scale annually.</i>
Coordinate evaluation projects that have an evaluation interface, e.g. SA/CP pilots, CMH/AMH, EA/schools, CMH Demonstration Site evaluations, Scholars Program.	
Provide clear direction and support to contract evaluators regarding the Division's direction regarding evaluation efforts.	<i>Board review of all evaluation projects with documented recommendations for interface coordination, and clear direction.</i>
<b>2. Improving Retention</b>	
Support evaluation projects that attend to improving retention of staff and foster parents	<i>Formative evaluation of the RPM initiative. Review of the Work Force Study</i>
<b>3. Providing quality education.</b>	
Identify and promote training necessary to support implementation of the Division's research and evaluation agenda.	
<b>4. Using data to inform practice</b>	
Provide direction and endorsement for implementation of outcome evaluation proposals associated with the Division.	
Ensure clear direction from each partner so that evaluation projects have the resources, direction and sanction to be able to proceed on schedule.	<i>Standard process developed where the Board will make recommendations for evaluation modifications or enhancements directly to the Administrator/ Management Team. Products of the evaluation will be prepared for Management Team and Program Committee review and approval for distribution.</i>
Assure that regional needs and the Division's strategic direction are mutually negotiated before and during the process of evaluation.	
Data collection and sharing across the Partnership.	<i>Develop a work group across the partnership to identify data sharing, collection and storage (data band) questions. Data sharing matrix Process and procedure for identifying data needs.</i>
Manage evaluator resources in relation to the Division's evaluation priorities	<i>Identification of faculty willing to participate in evaluation of DHW children's services priority areas</i>
Facilitate dissemination of data and recommendations from findings of evaluation projects.	<i>Process for dissemination of data and evaluation projects.</i>
Provide (functional) review of Division data system elements that pertains to Division	<i>Recommendations for data system element modifications or enhancements directly to the FACS Administrator, Management Team,</i>

evaluation activities.	<i>and respective Program Committees. Promote and develop standardization of procedures and forms.</i>
Proposals will be reviewed for acquiring independent data collection or evaluation designs intended to develop data.	<i>Process of review and monitoring of projects established.</i>
<b>5. Integrating best practice into the workforce.</b>	
Institutional Review Process to assure protection of human subjects.	<i>Establishment of an Institutional Review Process to assure protection of human subjects.</i>
Clarify the role of FACS Program Specialists in facilitating evaluation and research efforts between the Division, the Regions and the evaluator. Clarify the role of Supervisor's in conducting program evaluation serving as a platform for integrating practice.	
<b>6. Providing quality training programs</b>	
Promote the alignment between Universities and Department educational goals and philosophy through evaluation of Scholars program and other in-service training.	
Review further research questions that may evolve out of the evaluation process.	
Provide outreach and on-going education regarding the evaluation process.	<i>Development of training plan by work group and submission to the Partnership.</i>
Recommend and implement strategies for linking evaluation efforts to training and provide education so that it becomes integral to the Division's CQI process.	<i>Form a work group to develop recommendations and training needs for evaluation efforts.</i>
<b>7. Improving recruitment</b>	
Support evaluation projects that attend to improving retention of staff and foster parents	<i>Resource Family Exit Evaluation Academy Evaluation</i>
<b>8. Mitigating disparate outcomes for children and youth of color.</b>	