Attachment M

Monthly Caseworker Visitation

Primary Theme: Engaging parents, children, families and caregivers to improve outcomes for children and families.	**Baseline Data:** Total percent of children visited each and every month: 27.37% Total percent of visits occurring in child's place of residence: 52.05%

Annual Goals:

By October 1, 2008, 30 percent of children in foster care are visited by their worker each and every month while in out-of-home care and that 50.1 percent of the visits occur in the residence of the child

As of September 30, 2008: 40.03%

Numerator is 2980 and denominator is 7444

By October 1, 2009, 40 percent of children in foster care are visited by their worker each and every month while in out-of-home care and that 50.1 percent of the visits occur in the residence of the child

By October 1, 2010, 60 percent of children in foster care are visited by their worker each and every month while in out-of-home care and that 50.1 percent of the visits occur in the residence of the child

By October 1, 2011, 90 percent of children in foster care are visited by their worker each and every month while in out-of-home care and that 50.1 percent of the visits occur in the residence of the child

Total Percent of visits occurring in child's place of residence:

As of September 30, 2008: 79.11%

12620 is the number of in residence months and 15953 is the total months

Action Steps and Benchmarks	**Person Responsible**	**Evidence of Completion**	**Annual Update**
Issue Administrative Memorandum clarifying the Federal requirement and providing Statewide and Service Area annual goals.	Chris Hanus	Administrative Memorandum	Plan to evaluate this action step during our PIP planning process for possible revision.

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Distribute a monthly report showing compliance with monthly visit requirements (by worker/by Service Area).	Sherri Haber	Monthly Reports	Beginning in May 2007, monthly reports have been available to all Child and Family Services staff. Staff are able to select their name from the worker filter at the top of the report to view their compliance with the requirement. Supervisors are also able to view compliance by each staff they supervise, by their entire supervisory group, office or Service Area.
Change Worker Performance Standards to match the Federal Requirement and incorporate into the Performance Evaluation process.	Sherri Haber	Performance Evaluation and Guidebook	Current Performance Standards requirements meet the IV-B plan goals through FFY 2009. Plan to evaluate this action step during our PIP planning process for possible revision.
Make changes to pre-service training to incorporate information on the requirement stressing the purpose and benefit of monthly visits in the child's place of residence.	Chris Hanus	Training Curriculum	Plan to evaluate this action step during our PIP planning process for possible revision.
Issue annual Administrative Memorandum providing information on progress toward the annual identified goals and reminding staff of the requirement and the State and Service Area goals.	Chris Hanus	Administrative Memorandum	Plan to evaluate this action step during our PIP planning process for possible revision.