

Table 1*SBC items from the CQI review tool*

Item #	Stage of Casework	Review Criteria
1	Intake/Investigation	Is the documentation of the Sequence of Events thorough and rated correctly? How do these differ from each other?
2	Intake/Investigation	Is the documentation of the Family Development Stages, including strengths, thorough and rated correctly?
3	Intake/Investigation	Is the documentation of the Family Choice of Discipline (including strengths) thorough and rated correctly?
4	Intake/Investigation	Is the documentation of Individual Adult Patterns of Behavior, including strengths, thorough and rated correctly?
5	Intake/Investigation	Is the documentation of Child/Youth Development (including strengths) thorough and rated correctly?
6	Intake/Investigation	Is the documentation of Family Support or Systems of Support, including strengths, thorough and rated correctly?
7	Ongoing	Is the documentation of the Sequence of Events thorough and rated correctly?
8	Ongoing	Is the documentation of the Family Development Stages, including strengths, thorough and rated correctly?
9	Ongoing	Is the documentation of the Family Choice of Discipline (including strengths) thorough and rated correctly?
10	Ongoing	Is the documentation of Individual Adult Patterns of Behavior, including strengths, thorough and rated correctly?
11	Ongoing	Is the documentation of Child/Youth Development (including strengths) thorough and rated correctly?
12	Ongoing	Is the documentation of Family Support or Systems of Support, including strengths, thorough and rated correctly?
13	Ongoing	Was an Aftercare Plan developed with the family, as appropriate?
14	Ongoing	Was the parent involved when changes were made to any of the following: visitation plan, case plan, or placement?
15	Case Planning	Does the case plan reflect the needs identified in the assessment to protect family members and prevent maltreatment?
16	Case Planning	Was the individual/family, child/ren, and foster parents/relative/kinship engaged in the Case Planning and decision-making process?
17	Case Planning	Were non-custodial parents involved in the case planning process, if appropriate?
18	Case Planning	Were the community partners and/or others invited by the family engaged in the Case Planning process, or was there documentation that all efforts were made to engage the family in accepting community partners?
19	Case Planning	Are the primary Family Level Objective/s and Tasks appropriate and specific to the Maltreatment/Presenting Problem?
20	Case Planning	Have services been provided related to the primary Family Level Objective/s and Tasks?

21	Case Planning	Does the secondary Family Level Objective and Tasks address all well being risk factors identified in the current CQA?
22	Case Planning	Have services been provided related to the secondary Family Level Objective and Tasks?
23	Case Planning	Are the Individual Level Objective (ILO) based on the issues identified in the CQA?
24	Case Planning	Does the Individual(s) Level Objective and tasks address the perpetrator's or status offender's individual pattern of high-risk behavior?
25	Case Planning	Have services been provided related to the Individual Level Objective and Tasks?
26	Case Management	Is there documentation that the FSW has engaged the family and community partners in the decision making process?
27	Case Management	Is there ongoing documentation that comprehensive services were offered, provided or arranged to reduce the overall risks to the children and family?
28	Case Management	Is the progress or lack of progress toward achieving EACH objective (every FLO, ILO, and CYA objective) documented in contacts?
29	Case Management	Is the need for continued comprehensive services documented, at least monthly?
30	Case Management	Has the SSW made home visits to both parents, including the non-custodial parent?
31	Case Management	Did the SSW make the parental visits in the parents home, as defined by SOP 7E 3.3?
32	Case Management	Prior to case closure was an Aftercare Plan completed with the family/community partners?
33	Case Management	Was the decision to close the case mutually agreed upon?