

## Transfer of Learning (TOL) – Day One (Part B)

The best way to learn the policy and principles presented in the manual is to continually review the document. Use it to research resources that are available to enhance your skill set as a child welfare professional.

It is our expectation that you will continue to utilize the manual throughout your professional career to assist you in decision-making, resource acquisition, and program knowledge.

**Directions: Take some time to navigate the Prevention Services Guidance Manual by completing the following table.**

Question	Answer	Guidance Section
Family Services Specialist's first visit or attempted visit should occur...	Within five business days of opening the case	2.4.3
Minimum number of times a Family Services Specialist should visit with the child(ren) and family		
Initial safety assessment must be conducted...		
Initial risk assessment must be conducted...		
Service Plan must be developed...		

CANS must be completed for any child(ren) and caregiver(s) in an In-Home services case who is identified in the service plan and receiving a direct or funded intervention or service, and must be documented in CANVaS...		
Candidacy Determination must be documented...		
Safety Assessment must be updated how often for the duration of a Parental Child Safety Placement Agreement?		
Family Partnership Meetings (FPM) must be held...		
The case must have a primary worker assigned within:		