

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

June 16, 2020

M E M O R A N D U M

TO: CHILDREN'S DIVISION AND CONTRACTED STAFF
FROM: DAVID WOOD, DIRECTOR
SUBJECT: LEARNING CIRCLE ON RISK AND SAFETY ASSESSMENTS

DISCUSSION:

The purpose of this memorandum is to notify team members that a 'Learning Circle' on *Risk and Safety Assessments* is available. The Learning Circle is in response to the Program Improvement Plan (PIP) and must be completed no later than October 31, 2020. Learning Circles are a follow-up to the PIP webinars that were introduced to team members through Memo [CD20-09](#). All of the Learning Circles will continue to be available as a future resource.

Learning Circles were introduced in Memo [CD20-26](#) and are facilitated discussions used to ensure transfer of learning occurs around a specific topic. Learning Circle topics may also be used as resource in the future with other learning opportunities.

The goal related to the Risk and Safety Assessments Learning Circle is to increase knowledge and competencies to accurately document how child risk and safety were assessed and how the service needs of children and parents were identified and addressed based on safety concerns.

The Risk and Safety Assessments Learning Circle was developed using the Signs of Safety framework and tools to assist in the transfer of learning conversations. It is recommended that Learning Circles be facilitated by a Power of Partnership (POP) facilitator or a practice leader from the Practice Leader Development Program (PLDP).

How to Set Up a Learning Circle

- Learning Circles can be facilitated virtually during a circuit meeting or other scheduled event.
- Learning Circles can be a 45 minutes to one hour transfer of learning discussion.
- The PowerPoint for the Learning Circle is posted on the Signs of Safety intranet page.
- Team members may also use circuit specific case examples
- There are instructions on how to set-up Learning Circles on the ELC to allow for training credit and does include 210 credit. The instructions are posted on the Signs of Safety intranet page. Contracted team members should contact JoDene.Bogart@dss.mo.gov with completion of the Learning Circles.
- The ELC Course Code for the Risk and Safety Assessments Learning Circle is CD000631.

All of the Learning Circle supporting documents have been posted on the [Signs of Safety page](#) on the intranet.

NECESSARY ACTION	
<ol style="list-style-type: none"> 1. Review this memorandum with all Children’s Division staff. 2. Review revised Child Welfare Manual chapters as indicated below. 3. All questions should be cleared through normal supervisory channels and directed to: 	
PDS CONTACT Crystal Wilson PDS Email Crystal.L.Wilson@dss.mo.gov	MANAGER CONTACT Kara Wilcox Manager Email Kara.B.Wilcox-Bauer@dss.mo.gov
CHILD WELFARE MANUAL REVISIONS N/A	
FORMS AND INSTRUCTIONS N/A	
REFERENCE DOCUMENTS AND RESOURCES Signs of Safety – Children’s Division	
RELATED STATUTE N/A	