1. **CANRB—Web Ex** - In person is preferred, but Webex is acceptable. Plan ahead as these reviews are planned months in advance. Make sure these reviews are put on the calendar and worker know that they need to be on camera. Workers need to be supported by their supervisors. Be prepared to support a POE finding. Work with them on what they should be presenting or may be asked by the board. CANRB training may be coming in the upcoming months.

   NOTE: CANRB eLearning is in Movers and it is called DSS CD LA Child Abuse/Neglect Review Board 210. There is also a Lunch and Learn today at noon (via Webex) that touches on CANRB presentations!!

2. **Shawn Boyd Demo** – Data Visualization and Accountability Plans. Shawn explained the 7, 15, 25-day touch point report. Review CCU sup report every day. Shows the progression in each case. Green is ready to close. Red Boxes show there has been no touchpoints. Send an email to the supervisor and inquire about the touchpoint for that case. Every red box gets personal attention. This means data entry needs to be entered or there may be a data entry error. Send reminders fairly often (25-day tab). Monitor the 7-day tab every single day. This data assists what supervisors should be addressing in the huddles. It allows you to know where your team is. The spreadsheet is only reflective of that specific day.

   Weekly CAN Status Report is fairly new. Look at the spreadsheet at the beginning of the week and compare it to the Dashboard. 45+ days open tab is all reports that are overdue. You want to keep an eye on that tab at all the times. Send the report status to your team once a week so everyone knows their status and what needs to be done. Shawn includes Dashboard links when sending out the status report so they can look at their own area, both regionally and by circuit.

   NOTE: Dashboard Link: https://dssintranet.mo.gov/dss-childrens-division/can-weekly-status-report-dashboard/

   Shawn explained how to read the dashboard and how to view it by State, Region and Circuit. Status is color coded (Red, Yellow & Green). Shows number of open reports, number of closed reports, number of reports without a consult and number of cases closed through CCU.

   Review Bus Report each week to show worker caseload status. Go to the Summary Tab. Identify those that are above a caseload. It is a supervisory tool to help identify those that are over a caseload. Allows supervisors to help support workers with allowing some protected time or making a plan on how they can close some of the reports on their caseload. Shawn sends this out to supervisors on Thursdays and asks supervisors to look at the report and triage any support that is needed to help assist the worker. Supervisors are then to send Shawn a plan of support/assistance for that worker by Monday.

   Shawn shared **TIPS** to support the supervisor:

1. Use the CCU Report to look and identify the workers caseload. Triage the cases.

2. What barriers?

3. Who can go out and help complete tasks?

4. Do you really need the report to make a determination?

5. Be intentional and designate time to call CCU. You can multi-task while on a waiting status for CCU.

6. Do you have the ability to take the person out of rotation until they get to a manageable caseload size?

7. Do you need to reach out for additional help from within or outside the circuit?

8. Discuss utilizing the mobility team, if needed.

3. **Calling in as soon as Victim Child is seen and using the 7-day timeframe** – Calling CCU when only the victim child has been seen is not the most effective use of time. Workers should use the 7 days to gather the information and have all kids seen so a good consult can be completed and it may omit NMI's from having to be completed. CCU's NMI rate is very high. They are seeing a lack of thorough assessment/investigations by the workers. Workers should be using the 45 days to complete a thorough assessment/investigations. If risk is not being addressed, it is not preventing future reports from coming in. Workers should be calling CCU when it is appropriate and not just to close the report or get an NMI. It prevents workers from completing additional work.

4. **CCU Checklist** – Link is currently broken but is in the process of being fixed. Document will be emailed out by Natalie Marino to share with staff. The document will help workers guide their calls with CCU.

   NOTE: https://dssintranet.mo.gov/dss-childrens-division/child-abuse-and-neglect-job-aids/

5. **Safe Sleep Playpens** – If you are in an area that does not have a safe sleep provider, Misty is able to order playpens for families in need. Review Memo CD23-13 for all details.

   NOTE: The links below list the provider for each circuit and the contact person for each provider.

   https://dese.mo.gov/childhood/home-visiting/healthy-families-america/contact

   https://dese.mo.gov/childhood/home-visiting/nurturing-parenting/contact

6. **Birth Match** – Misty wants to remind everyone that they should be combining birth match report to the initial NCA when it is still open and not duplicating. They should only duplicate when the initial NCA is already closed and if they discussed the prior

history with the family and documented it in the initial NCA. If this was not done, they need to work the birth match report. Several reports do not have the documentation of the prior history of the family and what's changed since the last involvement with the family. The purpose of birth match reports is to ensure the prior concerns are no longer an issue.