THREE COLUMNS MAPPING TOOL, CD-218

PURPOSE:
The information gathered from contacts is documented and organized in the case mapping tool, also referred to as the three columns. This tool is easy to use in any number of settings. At its most basic function in the work we do with families, the mapping tool contains four areas for inquiry:

1. **What are we worried about?**
2. **What’s working well?**
3. **What needs to happen?**
4. **Where are we on a scale of 0-10** where ten means everyone knows the children are safe enough for Children’s Division to close their case and zero means things are so bad for the children they cannot live at home. The safety scaling question should be used the majority of the time to keep safety at the forefront of the Children’s Division’s intervention. However, other more case specific scaling questions may also be utilized, depending on individual circumstances.

INSTRUCTIONS FOR COMPLETION:
The three columns are used to gather information from individuals in virtually any situation and can be adapted to address any number of issues. The three columns format should be used during visits with children, home visits with parents and resource providers, family support team meetings, safety network/collateral contacts, and adoption staffings. The Case Mapping Tool (CD-218) is primarily intended as a structured tool to gather information to develop the building blocks for the Family Assessment Risk Map (CD-220) and to gather information to develop the Family Safety Plan (CD-267). However, it is not necessary to utilize the CD-218 as the three columns can be done simply by drawing two lines on a piece of paper or a whiteboard.

DOCUMENTATION OF THE COMPLETED TOOL
All Signs of Safety mapping tools including the Case Mapping Tool (CD-218) must be documented in the case file. The Signs of Safety mapping tools must be uploaded through document imaging in FACES to the electronic case file. The CD-218 uploaded maps can be handwritten or typed. Staff should include a summary of the mapping conversation with the family in FACES case contact notes.

When we think about the situation this family is facing:
Since past behavior is often a predictor of future behavior, we need to have a clear understanding of what has happened to the child in the past.

Questions should be asked that make explicit the behaviors that are impacting/affecting the children and how these behaviors of the parent(s)/caregiver(s) are causing harm or creating danger for the children.

As much as possible the worries should be documented in the individual’s words and reviewed with the individual for accuracy.

Where there are a significant number of incidents that may overwhelm the process to develop a map, workers should focus on the first, worst, and last incidents, including a description of frequency.

Questions should be asked to ascertain:

- The type, pattern, degree, or severity and opportunity for harm.
- Significant and/or persistent nature of the abuse and/or neglect; and,
- Likely effect and impact on the child’s safety and wellbeing.

<p>| Safety Scale: On a scale of 0 to 10, where 10 means everyone is confident the children are safe enough for Children’s Division to close the case and 0 means there is not enough safety for the children to live at home, where do we rate the situation? (Place different people’s assessment on the continuum.) |</p>
<table>
<thead>
<tr>
<th>0</th>
<th></th>
<th>10</th>
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<tbody>
<tr>
<td>Safety is defined as strengths demonstrated as protection over time. Questions should be asked that not only help identify the family’s strengths, but also how those strengths help protect the child. The use of exception questions such as ‘tell me about a time when the problem could have happened, but didn’t?’, ‘what did you do instead?’, and ‘when was the last time you did this?’ are helpful in gathering information in this column.</td>
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<td>When there is not enough existing safety to satisfy the worries, workers should identify what steps need to occur to assure safety of the child(ren). This column is also used to document tasks that need to occur to achieve the safety goal. This column can also be used to document any court ordered services or tasks. Questions should be asked that elicit the family’s input on what needs to happen. Staff should clearly document any bottom lines that must occur in order for the child to be able to either safely remain or return home. These are things that must occur in the case, even if the family does not agree.</td>
<td></td>
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<tr>
<td>What are we worried about?</td>
<td>What’s working well?</td>
<td>What needs to happen?</td>
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