

## Minnesota T/TA Work Plan

**(Note: information above will be populated from intake/assessment forms, but can be updated if necessary)**

**1. Please describe the scope and details of the planned on-site T/TA:** Work with statewide task force to develop child protection screening criteria. Share best practices from other states with task force. Help develop an implementation plan that includes policy changes and training needs.

**2. Has the Regional Office approved the on-site T/TA days?** Yes

**3. Timeframes for planned on-site T/TA:** February through September, 2006

**4. What are the various T/TA tasks and who is responsible(e.g., NRC, State/Tribe/Court, RO Specialist etc.?)`**

<b>Task 1:</b> Collect and send relevant policy, statutes and information about current practice to NRC	<b>Responsible party:</b> Terry Besaw
	<b>Due Date:</b> January 2006
<b>Task 2:</b> Collect examples of screening criteria currently in use in Minnesota.	<b>Responsible party:</b> Terry Besaw
	<b>Due date:</b> February 2006
<b>Task 3:</b> Research screening criteria and best practices from other states.	<b>Responsible party:</b> Mary Jo Pankoke
	<b>Due date:</b> February 2006
<b>Task 4:</b> Form a task force comprised of 30 stakeholders from across the state.	<b>Responsible party:</b> David Thompson
	<b>Due Date:</b> February 2006
<b>Task 5:</b> Identify population to be served by child protection program.	<b>Responsible party:</b> David Thompson
	<b>Due date:</b> February 2006
<b>Task 6:</b> Identify components of screening criteria.	<b>Responsible party:</b> Task Force/MJP
	<b>Due date:</b> March 2006
<b>Task 7:</b> Identify information standards for intake process.	<b>Responsible party:</b> Task Force/MJP
	<b>Due Date:</b> May 2006
<b>Task 8:</b> Finalize and adopt screening criteria.	<b>Responsible party:</b> Task Force
	<b>Due date:</b> June 2006
<b>Task 9:</b> Develop guidelines for completing the screening decision.	<b>Responsible party:</b> Task Force/MJP
	<b>Due date:</b> July 2006
<b>Task 10:</b> Develop implementation plan including new policy, procedures, instructions, forms, practice guidelines and performance competencies for staff that support implementation of the screening criteria.	<b>Responsible party:</b> Task Force/MJP
	<b>Due Date:</b> August 2006

**5. What are the plans for following up on-site T/TA and who will be responsible?** Follow-up TA will be provided as necessary through e-mail and conference calls.

**6. What are the timeframes for follow-up?** Follow-up will be provided through September 30, 2006. If additional assistance is needed, a new request will be submitted for the new fiscal year.

**7. What are the expected outcomes for the organization and the children and families served as a result of the T/TA?** More uniform practice across the 87 counties in Minnesota and greater consistency in the children and families served in the child protection program.

**8. Will the expected outcomes of the T/TA be captured in any ongoing evaluation efforts?** Yes