



## Advanced Training Committee in Community Child Health

### Child Protection Case Assessment Workflow

#### Part 1 Scheduling

Trainee arranges Case Assessment encounter with assessor.

#### Part 2 Preparation

Assessor and Trainee agree on one or more cases in which the trainee has been significantly involved and the case-assessment template is completed for each case by the Trainee.

*Trainee and assessor must complete a Case-based discussion (CbD) for five of the cases. Two out of these five cases must be tertiary level. The two tertiary level cases are to be assessed by a child protection/ forensic paediatrician.*

#### Part 3 Review

The case-assessment template is sent to the Assessor with sufficient time to allow them to read and prepare for discussion.

*A Case-based Discussion (CbD) must also be completed by Trainee and Assessor for five cases.*

#### Part 4 Discussion

Trainee discusses case with assessor; assessor may prompt trainee for further information. Assessor makes notes and rates trainee performance on CbD rating form.

#### Part 5 Feedback

Assessor provides feedback to trainee immediately.

*Assessor and trainee both sign CbD rating form.*

#### Part 6 Follow up discussion

If the assessor is not the trainee's nominated Supervisor, the trainee is to forward complete case assessments to the nominated Supervisor for approval.

*For example, the two tertiary cases completed by a child protection/ forensic paediatrician are to be forwarded to the nominated supervisors for approval once completed.*

#### Part 7 Report

Supervisor and Trainee to include case assessment in supervisor report to be counted towards Child Protection requirement.

Trainee records case assessment in Child Protection case assessment logbook

*Trainee enters CbD rating form information into CbD online tool via Advanced Training Portal*