

EFFECTIVE CASE PLANNING & MANAGEMENT*

* Available for justice system supervisors, line staff, or both

From the “why” to the “how,” this course connects all the dots when it comes to effective case planning and management: engaging clients, interpreting and sharing assessment results, identifying the driver and skills to develop, collaborating with clients to create meaningful case plans that will serve as a roadmap to success, and using case plans to guide appointments. Skills learned in this course, which is adapted to reflect agency policies and practices, are fundamental for staff who supervise, guide, and move people toward positive change.

Delivery Option	Course Length	Recommended Class Size
Virtual	3 or 4 Days, 2.5 or 3.5 Hrs./Day	Up to 20
In Person	1 or 2 Days, 7 Hrs./Day	Up to 30

By the conclusion of this training, participants will be able to:

- explain why it is important to have an effective case plan, identify the key elements of an effective case plan, and engage people in case planning
- interpret and share assessment results
- identify the driver and skills to develop
- write simple, clear goals and SMART action steps
- develop a case plan that addresses risk, needs, drivers, skills that would be helpful to develop, responsivity factors, and strengths
- list tips for developing effective case plans
- use case plans to guide appointments.

Additionally, supervisors will be able to:

- take steps to ensure that effective case planning and management are implemented with fidelity
- identify and address staff questions and concerns regarding case planning and management
- prepare staff to participate in the Effective Case Planning & Management training
- support their staff in their case planning and management efforts.

Course Fees:

Training costs are provided at a fixed rate. The rate includes pre-training preparation, material development, logistics and planning, travel expenses or IT coordination, intersession activities (for virtual training), and post-training follow-up. The cost of the one-day Effective Case Planning & Management training is \$6,650.00 for in-person and \$6,150.00 for virtual training. The two-day course is \$9,950.00 for in-person and \$9,100.00 for virtual training.

Note: A purchase order or signed statement of work is required to secure training dates. Email becca.ford@empowercommunitycare.com to ask questions or learn more!