

Staff/Stakeholder Surveys Conducted (if applicable–use as needed)		
Staff/Stakeholders Surveyed	Survey Description/Method	Dates Conducted
All levels of staff (rank and file, managers, leadership)	Web-based survey (Survey Monkey)	June 2-July 12
Dimensions of Capacity: R = Resources I = Infrastructure KS = Knowledge and Skills CC = Culture and Climate EP = Engagement and Partnership Item Rating Key: 1 = Not Present/Minimal Capacity 2 = Emerging/Developing Capacity 3 = Good Capacity 4 = Excellent Capacity		

**Staff and Stakeholder Interviews/Focus Groups Conducted (if applicable—use as needed)**

[illegible]

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## SUMMARY REPORT – ITEMS

Dimensions of Capacity/Item Ratings:	Ratings			
Subdomain: Leadership Support and Modeling	1	2	3	4
Item 1: Leadership sets clear expectations for the use of evidence throughout the CQI process.				
Item 2: The agency is organized and prepared to use data appropriately and effectively.				
Item 3: Leadership models CQI behavior inside and outside of the agency.				
Item 5: Leadership focuses on quality, as well as compliance.				
Subdomain: Staff and Stakeholder Engagement	1	2	3	4
Item 6: Staff of all levels of the child welfare system have opportunities to actively participate and assume meaningful roles in all phases of the CQI process.				
Item 7: Staff of all levels of the child welfare system are prepared and supported to participate in all phases of the CQI process.				
Subdomain: Communication	1	2	3	4
Item 10: Communication activities align with and support CQI goals.				
Subdomain: Foundational Administrative Structure to Oversee and Implement CQI	1	2	3	4
Item 11: CQI processes and activities are grounded in best practices literature and guided through clearly articulated standards and procedures.				
Item 12: The agency executes a written CQI plan that is comprehensive and developed with staff and stakeholder involvement.				
Item 16: Staff are afforded access to up-to-date technology and other resources to assist in the use of data/evidence needed to make informed decisions.			x	
Subdomain: Quality Data Collection, Infrastructure, Extraction, Analysis, and Dissemination	1	2	3	4
Item 17: Comprehensive data collection methodologies and modalities facilitate the ability to gather high-quality data.				
Item 18: Data systems promote ease of data entry and data sharing.				
Item 19: Comprehensive procedures are in place to promote quality data extraction.				
Item 21: Quality data are disseminated broadly and utilized by agency staff and stakeholders.				
Subdomain: Case Record Review Process	1	2	3	4
Item 22: Uniform case record review instruments are utilized to continually and consistently evaluate identified program goals and processes across ALL program areas (i.e., foster care, in home, residential/group, etc.) and throughout the entire agency.				
Item 23: Case review tools collect case-specific data that can be aggregated and detect both areas of compliance with best casework practices and the quality of services provided under critical areas of case practice.				
Item 24: Written policies, instructions, and quality controls are utilized to effectively guide and support reviewers in the case record review process.				
Item 25: Written sampling guidelines are utilized in determining the appropriate number and types of cases to be reviewed.				
Item 26: The agency utilizes a well-defined process for selecting and training qualified case record reviewers.				
Item 27: Case record review data are routinely aggregated and disseminated in a timely manner.				
Subdomain: Application of CQI Findings	1	2	3	4
Item 28: CQI processes are used to drive systemic change and improve outcomes for children and families.				
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## SUMMARY REPORT – DIMENSIONS OF CAPACITY

Dimensions of Capacity/Item Ratings:				
Dimension of Capacity: Resources	1	2	3	4
Item 16: Staff are afforded access to up-to-date technology and other resources to assist in the use of data/evidence needed to make informed decisions.			x	
Dimension of Capacity: Infrastructure	1	2	3	4
Item 1: Leadership sets clear expectations for the use of evidence throughout the CQI process.				
Item 11: CQI processes and activities are grounded in best practices literature and guided through clearly articulated standards and procedures.				
Item 12: The agency executes a written CQI plan that is comprehensive and developed with staff and stakeholder involvement.				
Item 17: Comprehensive data collection methodologies and modalities facilitate the ability to gather high-quality data.				
Item 18: Data systems promote ease of data entry and data sharing.				
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Item 24: Written policies, instructions, and quality controls are utilized to effectively guide and support reviewers in the case record review process.				
Item 25: Written sampling guidelines are utilized in determining the appropriate number and types of cases to be reviewed.				
Dimension of Capacity: Knowledge and Skills	1	2	3	4
Item 7: Staff of all levels of the child welfare system are prepared and supported to participate in all phases of the CQI process.				
Item 21: Quality data are disseminated broadly and utilized by agency staff and stakeholders.				
Item 26: The agency utilizes a well-defined process for selecting and training qualified case record reviewers.				
Dimension of Capacity: Culture and Climate	1	2	3	4
Item 2: The agency is organized and prepared to use data appropriately and effectively.				
Item 3: Leadership models CQI behavior inside and outside of the agency.				
Item 5: Leadership focuses on quality, as well as compliance.				
Item 10: Communication activities align with and support CQI goals.				
Item 27: Case record review data are routinely aggregated and disseminated in a timely manner.				
Item 28: CQI processes are used to drive systemic change and improve outcomes for children and families.				
Dimension of Capacity: Engagement and Partnership	1	2	3	4
Item 6: Staff of all levels of the child welfare system have opportunities to actively participate and assume meaningful roles in all phases of the CQI process.				
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