

THE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104-13) The purpose of this information collection is to gather input from child welfare professionals about materials that the Child Welfare Information Gateway is redesigning for the 2021 Prevention Resource Guide. Public reporting burden for this collection of information is estimated to average 10 minutes per respondent, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection of information. This is a voluntary collection of information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information subject to the requirements of the Paperwork Reduction Act of 1995, unless it displays a currently valid OMB control number. The control number for this project is 0970-0401. The control number expires on 05/31/2021. If you have any comments on this collection of information, please contact Matthew McGuire, ACF, Administration on Children, Youth, and Families (ACYF) by e-mail at [Matthew.McGuire@acf.hhs.gov](mailto:Matthew.McGuire@acf.hhs.gov).



## Prevention Resource Guide: Tip Sheet Feedback Form (Online or Webinar)

Child Welfare Information Gateway is redesigning and updating content for the 2021 Prevention Resource Guide. We are asking for your feedback on two tip sheets currently in draft form, so that we can ensure that the final products for this update incorporate the knowledge and experiences of those working with children and families. These tip sheets, *I Deserve Self-Care* and *I Can Find Help for My Family* are provided as attachments to the e-mail we sent with this feedback form. If practical and as part of your day-to-day responsibilities, we are asking that you use these tip sheets with families that you work with and record your experiences in this feedback form. This form is voluntary and should take about 10 minutes to complete. Thank you for providing your feedback! If you have any questions, please contact Deanna Clarke, Child Welfare Information Gateway at [Deanna.Clarke@icf.com](mailto:Deanna.Clarke@icf.com).

1. Which of the following best describes your workplace?
  - a. Community-based organization
  - b. Local or county child welfare agency
  - c. State child welfare agency
  - d. Tribal child welfare agency/organization
  - e. Faith-based organization
  - f. National organization (e.g., nonprofit, advocacy)
  - g. Training and technical assistance service provider
  - h. Educational institution (early education, K-12, college, university)
  - i. Federal agency
  - j. Other (Please describe.)
  
2. Which of the following best describes your professional background or role in the child welfare field?
  - a. Prevention/family support
  - b. Child protective services
  - c. Foster care services
  - d. Adoption services
  - e. Youth services
  - f. Juvenile justice

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- g. Health/mental health
- h. Substance use
- i. Legal/courts
- j. Research/evaluator/consultant
- k. Early childhood educator (0-5 years)
- l. Teacher (K-12)
- m. Professor/faculty (higher education)
- n. Training specialist
- o. Licensing specialist
- p. Other (Please describe.)

3. Which of the following best describes your position?
- a. Frontline worker (e.g., caseworker, direct service worker)
  - b. Supervisor/manager
  - c. Director/administrator
  - d. Outreach coordinator
  - e. Training Specialist
  - f. Other (Please describe.)

4. Have you used the Prevention Resource Guide tip sheets for parents and caregivers in the past?
- a. Yes
  - b. No

5. As you review the two Prevention Resource Guide tip sheets, please answer the following questions.

	1 (Strongly Disagree)	2 (Disagree)	3 (Neutral)	4 (Agree)	5 (Strongly Agree)
The tip sheets are relevant to my work.					
The tip sheets will be a useful tool.					
The tip sheets have a family-friendly design.					
The tip sheets include engaging content.					

6. Do you feel the Spanish guidance for professionals is/would be useful?
- a. 1 (Least Useful)
  - b. 2
  - c. 3
  - d. 4
  - e. 5 (Most Useful)

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7. Each tip sheet offers guidance for professionals including a general introduction, overview, and key points section. Please review each of these sections and indicate how useful you think the content will be.

	1 (Least Useful)	2	3	4	5 (Most Useful)
General Introduction (page 1)					
Protective Factors Overview (pages 3, 5)					
Key Points (pages 3, 5)?					

8. How could the guidance for professionals be made more useful?

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9. Previous versions of the tip sheets were organized by topic (e.g., Bonding with Your Baby, Finding Housing Help for Your Family, etc.). In the redesigned Resource Guide, we plan to offer the tip sheets based on each Protective Factor (e.g., Parental Resilience (I Deserve Self Care), Concrete Support for Families (I Can Find Help for My Family)). Does this new approach to organizing the tip sheets change the way you would use the tip sheets for parents and caregivers?
- Yes
  - No

- 9a. (If respondent answered yes in the previous question.) If so, how?

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10. Do the tip sheets increase your understanding of how the protective factors framework might be used to strengthen families?
- Yes
  - No

- 10a. (If respondent answered yes in the previous question.) If so, how?

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11. Did you test the new tip sheets with your families?

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- a. Yes
- b. No

(If respondent answered no, then they skip to Question 12.)

11a. How receptive were your families to the new format?

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11b. What parts were most useful and why?

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11c. What parts were least useful and why?

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12. Are you Spanish-speaking and have a need to use Spanish in your work with families?

- a. Yes
- b. No

13. (If yes to above question) How many of your families are Spanish-Speaking? \_\_\_\_\_

14. Did you use the Spanish tip sheets and/or guidance for professionals?

- a. Yes
- b. No

15. Did you test the new Spanish tip sheets with Spanish-Speaking families?

- a. Yes
- b. No

(If respondent circled no, then skip to Question 16.)

15a. How receptive were your Spanish-Speaking families to the new format?

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15b. What parts were most useful and why?

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15c. What parts were least useful and why?

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16. Please list any additional feedback you have regarding the English and/or Spanish tip sheets and/or your families' experiences with them.

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