



Georgia In-Basket Exercise for Screening

In-Basket Scenario #3

Instructions

Read the items in each scenario and use your professional judgment and experience to rank each item in terms of its priority as a work task for safety, permanence, and child and family well-being (which task is the most urgent/important to address as a work priority, which is the next most urgent/important, etc.). The most urgent/important should be assigned a 1, the next most urgent/important assigned a 2, and the least urgent/important should be assigned a 5.

After ranking each work task in the scenario, write a brief rationale using complete sentences that explains why you ranked the task as the highest work priority (i.e., a 1), and why you ranked the particular task as the lowest priority (i.e., a 5). You should take no more than 10 minutes.

Ranking**Tasks**

- _____ A. Complete case notes from last week on a family case record that is now being transferred to the foster care unit since the children recently came into care.

- _____ B. A report from the local high school social worker received at 8:30 A.M. about a 15-year-old girl who reports that she is afraid to go home at the end of the day because she fears her parents will be extremely angry that the school called them today to inform them that she cut classes. The girl states that her parents have never been violent with her or each other in the past, but she fears they might become violent with her now because she has been getting into more and more trouble lately. Her father told her last week when he caught her talking on the phone, despite being grounded, that he would kill her if she did not straighten up because he was not willing to have a "juvenile delinquent tramp" living in his home.

- _____ C. Complete documentation for the work you did last night while on call in response to one- and three-year-olds left at home alone that you removed after obtaining a judicial order and placed in foster care with a 9:00 A.M. supervisor deadline.

- _____ D. Complete, copy, and submit forms needed to obtain funding for a foster child's special needs. These forms must be submitted tomorrow for this child.

- _____ E. Return a call to a state office administrator to discuss a client who has made a formal complaint about you to the state office. The client is angry that you interviewed his children at their school without obtaining his consent prior to the interview.

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