



Children's Advocacy Center

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*Together...breaking the silence, healing the hurt.*

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## **Child Protection Team Internship Syllabus**

Harmony Home Children's Advocacy Center is a trauma-informed, non-profit agency that focuses on bringing a light to the darkness, providing a safe place for children to break the silence and start healing. Harmony Home would like to offer a 120-hour internship for direct services within the center. This internship is intended for social work and criminal justice majors who strongly desire to improve our community.

Each Intern will spend time in the three direct services programs: Child Protection Team intake coordination (60 hours). Child/Adolescent Forensic Interviewing (50 hours) and Compliance (10 hours).

### **Mission**

The mission of Harmony Home Children's Advocacy Center (HHCAC) is to lessen the trauma and heal the hurt of abuse to children and their families through interviewing, therapy, victim services, investigation, and prosecution and to prevent child abuse through education and community awareness.

### **Vision**

Every child is free from abuse and lives in a safe and stable environment.

### **Values**

Honesty, respect towards families and professionals, and high ethical standards.

### **Goals**

The primary goal of all Children's Advocacy Centers is to ensure that children are not further victimized by the intervention systems designed to protect them. HHCAC is dedicated to the development and provision of:

- a. A comprehensive, multi-disciplinary, developmentally, and culturally appropriate, evidence-based response to the needs of children and their families.
- b. A neutral, child-friendly facility where forensic interviews and coordinated case planning can be conducted.
- c. Trauma-focused, evidence-supported medical and mental health treatment and a wide variety of victim services.
- d. Effective and coordinated case-management efforts based on open communication, information sharing, and collaborative decision-making.
- e. Comprehensive case tracking that monitors investigative, prosecutorial, child protection, medical, mental health, and victim advocacy services so that cases do not fall through the cracks.
- f. More effective prosecution of child abuse cases.

- g. Cross-disciplinary and cross-cultural training, as well as discipline-specific continuing education, to enhance professional practice.
- h. Promote child abuse prevention efforts through evidence-based curriculums, community training, and events.

## **Confidentiality**

HHCAC follows all state and federal confidentiality laws. It is imperative that case information discussed between HHCAC and partner agencies not be divulged to any unauthorized person. Client and family confidentiality must be maintained at all stages of the case. Each Intern will be expected to sign a confidentiality contract.

## **Qualifications**

Because Harmony Home is a safe place for children to be able to share their story, Harmony Home requires that all prospective interns submit to a criminal and DFPS background check. All interns will complete required training at orientation and throughout the semester including, Darkness to Light, Confidence in Reporting, HIPPA, etc. Each intern should be in their final semester before graduating with their Associates, Bachelor's, or Master's degree.

## **Application**

All prospective interns must complete an internship application, submit a resume and two references, and participate in the interview process. During the semester, the Intern will be under the supervision of Dr. John Fisher, the CPT/CAFI Program Director.

Applications are due one month before the start of the semester.

- **Fall; July 15**
- **Spring; December 15**
- **Summer May 15.**

## **Course Work within the Internship**

### **Child Protection Team and Case Coordination; 60 hours with the CPT Coordinator**

The Child Protection Team Program is dedicated to the facilitation of the coordinated multi-agency response to child abuse investigations through a multi-disciplinary team comprised of professionals from specific and distinct disciplines that collaborate from the initial report and throughout the child and family's involvement with HHCAC. The CPT works to mitigate potential trauma to children and families, maintain transparency, foster trust, and help optimize a quality response overall while preserving and respecting the rights of clients and the mandates and obligations of each agency.

### **Working with the CPT Coordinator the Intern will**

- a. Review the Working Protocols and MOUs between Harmony Home and partner agencies.
- b. Review child abuse and neglect reports alongside the CPT Coordinator to understand which reports meet existing HHCAC criteria defined in the working protocols.
- c. Assist with the creation of CPT case review logs and preparations for bi-weekly meetings.
- d. Attend CPT Case Review meetings to observe the formal process that enables the CPT to monitor and assess its effectiveness and ensure the safety and well-being of children and families.

- e. Record case dispositions and other necessary information into the CAC state-wide database.

The Forensic Interviewing Department provides developmentally sensitive, culturally responsive, and legally sound forensic interviews to children who may be a victim or witness to abuse and/or neglect. Interviewers gather factual information regarding allegations of abuse and exposure to violence using research and practice-informed techniques that minimize interviewer influence and gather necessary information for the CPT members.

**Child/Adolescent Forensic Interviewing; 50 hours with the CPT/CAFI Program Director**

- a. Work with each Forensic Interviewer to learn the different strategies for interviewing children and Adolescents.
- b. Review recorded interviews.
- c. Attend CPT Case Reviews as scheduled to observe the formal process that enables the CPT to monitor and assess its effectiveness and ensure the safety and well-being of children and families.
- d. Observe criminal and CPS court hearings involving sexual and physical abuse.
- e. Reflect on personal values, biases and assumptions related to child abuse intervention and develop cultural competence in addressing diverse needs and perspectives.

**Working with the various CAFI the Intern will**

**Outcomes and Trends; 10 hours with the Program Advancement Director**

The Compliance department is responsible for collecting, analyzing, and reporting qualitative and quantitative data to our staff, grantors, and community. This team is also responsible for working with all departments to identify opportunities for measurable outcomes to drive improvements internally and externally. Interns will:

- a. Assist with data management,
  - 1. data extraction
  - 2. monitoring outcomes
- b. Research and extract data from local, state and national resources for the Community Needs Assessment and other grant related activities.

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