**Sample Agenda**

**Level 3 Child Protection Case Management – CPIMS+**

Please insert the dates and timing in your agenda Include sufficient breaks (tea break, lunch break, energizers, etc.) to maintain focus.

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| **MODULE 1: INTRODUCTION TO CASE MANAGEMENT, IM4CM AND THE CPIMS+**  **1** | | ***Duration: 6 hours*** |
| 1 | Module opening | *1 hour 35 minutes* |
| 2 | About case management | *50 minutes* |
| 3 | About IM4CM | *1 hour* |
| 4 | About CPIMS+ | *2 hours 20 minutes* |
| 5 | Module closing | *15 minutes* |

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| **MODULE 2: USING THE CPIMS+ TO SUPPORT QUALITY CASE MANAGEMENT (PART 1)**  **2** | | ***Duration: 6 hours 30 minutes*** |
| 1 | Module opening | *30 minutes* |
| 2 | Step 1 Identification and registration | *2 hours* |
| 3 | Step 2 Assessment | *1 hour 50 minutes* |
| 4 | Step 3 Case planning | *1 hour 55 minutes* |
| 5 | Module closing | *15 minutes* |

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| **MODULE 3: USING THE CPIMS+ TO SUPPORT QUALITY CASE MANAGEMENT (PART 2)**  **3** | | ***Duration: 6 hours 15 minutes*** |
| 1 | Module opening | *30 minutes* |
| 2 | Step 4 Implementation | *2 hours* |
| 3 | Step 5 Follow-up and review | *1 hour 35 minutes* |
| 4 | Step 6 Case closure | *1 hour 55 minutes* |
| 5 | Module closing | *15 minutes* |

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| **MODULE 4: USING THE CPIMS+ TO SUPPORT CASE SUPERVISION AND FTR AND UNDERSTANDING ADDITIONAL FEATURES AND FUNCTIONALITIES**  **4** | | ***Duration: 6 hours 15 minutes*** |
| 1 | Module opening | *15 minutes* |
| 2 | Practice demo-site | *1 hour 30 minutes* |
| 3 | Supervision and coaching in case management | *2 hours 15 minutes* |
| 4 | Family tracing and reunification (optional) | *2 hours* |
| 5 | Module closing | *15 minutes* |

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| **MODULE 5: USING THE CPIMS+ TO MONITOR CASE MANAGEMENT TO SUPPORT CASE MANAGEMENT SUPERVISION AND OVERALL PROGRAM QUALITY**  **5** | | ***Duration: 4 hours 20 minutes*** |
| 1 | Module opening | *15 minutes* |
| 2 | CPIMS+ and Program quality | *15 minutes* |
| 3 | Child and caregiver case management feedback form | *1 hour 15 minutes* |
| 4 | Key performance indicators | *1 hour 50 minutes* |
| 5 | Module and course closing | *45 minutes* |