

# Action Agreements

## Background Notes

The action agreement is a written, signed statement developed jointly by DHS and the parents(s)/legal guardians. If the child is enrolled or eligible for enrollment in a Tribe, the Tribe must also be consulted regarding the development of the agreement. There can be several action agreements throughout the life of a case. These agreements outline the expected outcomes that address the changes that need to take place for the child(ren) to remain safely in the home. The agreement outlines the steps that the parents will take in order to ensure safety, permanency and well being for their child as well as the steps the agency will take.

## Tasks / Assignments:

- Review policy [I-B.3.1](#)
- What are the elements of an action agreement?
- What is a Letter of Expectation and when should it be used?
- Ask your Supervisor to provide you with an example of a well-developed action agreement.
- Shadow a co-worker who is meeting with a family to conduct a protective capacity assessment and develop an action agreement. Was it made clear in the meeting what the safety threats were to the child, and how the parents needed to demonstrate change? Were the parents' strengths and protective capacities taken into consideration when writing the agreement? Was there a time frame on the agreement? What did the caseworker agree that DHS would provide for the child and the parent?

## Discoveries:

- *What are the benefits of developing an action agreement with a parent?*
- *What skills did the caseworker use to engage the client in the process of developing the agreement?*

