

What are the roles of key and co-social workers in Oranga Tamariki?

Every child or young person receiving a service from Oranga Tamariki (whether an investigation, child and family assessment or intervention) is allocated a key social worker who holds primary responsibility for the case. The exception to this is where it is agreed at a youth justice family group conference that a social worker is not required and a youth justice co-ordinator will hold primary responsibility for the case.

In some situations a site co-social worker will be allocated to assist the key social worker for a specific purpose and often a specific timeframe. For example, it may be that two children in a sibling group of four have recently moved to another region, and a co-social worker has been allocated to complete particular tasks for those two children until the transfer request is accepted by that region (at which time a key worker will then be allocated).

Another situation might be when a young person has offended while currently involved with Oranga Tamariki in a child and family assessment or investigation. The care and protection social worker may remain the key worker and a youth justice social worker becomes the co social worker (or vice versa).

When a child or young person is admitted to a residence, a residential case leader will be allocated as a co-social worker to work with the key site social worker to complete required tasks.

Only a person who is allocated the role of key or co social worker can create and/or edit a Tuituia assessment.

The particular tasks of a key social worker (or youth justice co-ordinator where they hold primary responsibility for the case) include but are not limited to:

- having oversight of the case and holding responsibility for case direction
- acting as a single point of contact for the child or young person and their family/whānau
- empowering the child or young person and their family/whānau by providing them with support, resources and information tailored to meet their individual needs
- supporting parents/caregivers to gain skills and knowledge via referral to appropriate services
- completing the Tuituia assessment and report in collaboration with the co-social worker (when one has been allocated)
- working with the child or young person and their family/whānau to develop a plan which addresses the identified needs, strengths and risks
- working with relevant colleagues where necessary - when the child or young person is placed in residence this includes working with the residential case leader to ensure there is alignment across all plans
- working with other professionals, partner agencies and community service providers to address the strengths, risks and needs for the child or young person
- facilitating and/or leading meetings
- preparing legal reports as required
- monitoring and reviewing the child or young person's plan
- ensuring the child or young person's voice and participation in decision making
- seeking approval for funding of interventions on a case-by-case basis
- keeping factual and timely formal records
- attending in person or via telephone or video conference all residential multi agency team meetings (when a child or young person is placed in a residence)

The site co-social worker is responsible for completing certain tasks at the request of the key social worker, feeding back any new information to the key social worker, recording the new information in the child or young person's CYRAS record, and following the child or young person's plan.

When a child or young person enters a residence the particular tasks of a residential co-social worker include but are not limited to:

- sharing responsibility and oversight for the child or young person with the key social worker whilst in residence
- facilitating the pre-admission meeting to set residential goals with the key social worker, other professionals and family/whānau. This is for all children and young people entering a care and protection residence, and for young people entering a youth justice residence on a supervision with residence order
- ensuring the child or young person's voice and participation in decision making
- acting as another point of contact for the child or young person and their family/whānau
- ensuring children and young people are accessing the appropriate assessments whilst in residence
- leading and coordinating transition planning for children and young people via Multi Agency Team meetings (attending in person, teleconference or video conference)
- updating the Individual Care Plan and recording the information on CYRAS following Multi Agency Team meetings
- working with other professionals, partner agencies and community service providers to address the needs, strengths and risks for the child or young person
- attending and/or provide any update information to the key social worker in preparation for a family group conference
- monitoring and reviewing the child or young person's residential individual care plan.