We will begin shortly.
While you wait...

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Analyzing Case Files and Documents to Identify Gaps in Your System’s Response

Webinar Training

With Denise Eng, Praxis International, and Cheryl Phillips, Rose Advocates

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Praxis International – Technical assistance on analyzing institutional responses to violence against women

Welcome!

• If using audio only:
  • Email comments to liz@praxisinternational.org
• If using computer:
  • "Chat" comments or questions to group via Public Tab on screen – TEST CHAT NOW
  • Use Private Tab to ask questions or report technical problems to Liz
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  • Use initial join link from email invitation to reconnect or email liz@praxisinternational.org for help
  • Dial back in if using telephone audio
• Session is recorded:
  • Available on our website 2-3 days after event: www.praxisinternational.org

Praxis International – Technical assistance on analyzing institutional responses to violence against women

Overview of Institutional Analysis

1. Identify focus of analysis
2. Interviews, observations, text analysis
3. Develop gap statements
4. Document evidence for gaps
5. Outline how the gaps are produced
6. Outline potential solutions to the gaps

Praxis International – Technical assistance on analyzing institutional responses to violence against women

To close the gap between what survivors/victims need and what institutions provide...
What is “text analysis”? Close, careful review of texts, with a purpose and focus to:

▪ Assess adherence to policies and practices
▪ Examine attention to risk and danger
▪ Uncover gaps
▪ Identify solutions

Types of texts that organize & coordinate work

<table>
<thead>
<tr>
<th>Guidelines &amp; formats for reports</th>
<th>Audio/video recordings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Texts prepared by workers</td>
<td>Agency directives, policies</td>
</tr>
<tr>
<td>Texts used by workers</td>
<td>Computer screens, prompts</td>
</tr>
<tr>
<td>Laws, rules, regulations</td>
<td>Forms, worksheets</td>
</tr>
<tr>
<td>Training curricula, guides</td>
<td>Tests, matrices, scales</td>
</tr>
</tbody>
</table>

Community highlight

▪ Cheryl Phillips, Rose Advocates, Weiser, ID
▪ Application of the Domestic Violence Best Practice Assessment Guides in her community
▪ Nuts and bolts, lessons learned, use of the process to create long term change
Case file analysis with a team
• Who is on the team
• Facilitating the analysis
• Staying focused

Nuts and bolts
• Gaining access to case files
• Types of cases to review
• Preparing the files for review

Create meaningful change
• Documenting analysis and findings
• Synthesizing review into recommendations for change
• Outcomes of case file review
To learn more…

Tools and technical assistance provided by Praxis:
- www.praxisinternational.org
  - Go to Our Programs, Institutional Analysis/Community Assessment
  - Vast audio archive
- Community Assessment Institute, May 14 – 17, 2013, Saint Paul, Minnesota

Questions?
- Denise Eng, Program Manager
  - 651-699-8000, x17
  - denise@praxisinternational.org
- Maren Hansen-Kramer, Program Manager
  - 651-699-8000, x10
  - maren@praxisinternational.org
- Cheryl Phillips, Rose Advocates
  - cphillips@ruralnetwork.net