



2026 Summer Block Placement Family Services Setting Briefing

May 2, 2026
Setting Coordinator: Ms. Ng Yee Ting

FAMILY

- ✓ Provide an intimate environment in which physical care, mutual support and emotional security are normally available.
- ✓ To foster the development of children into healthy and responsible members of society.

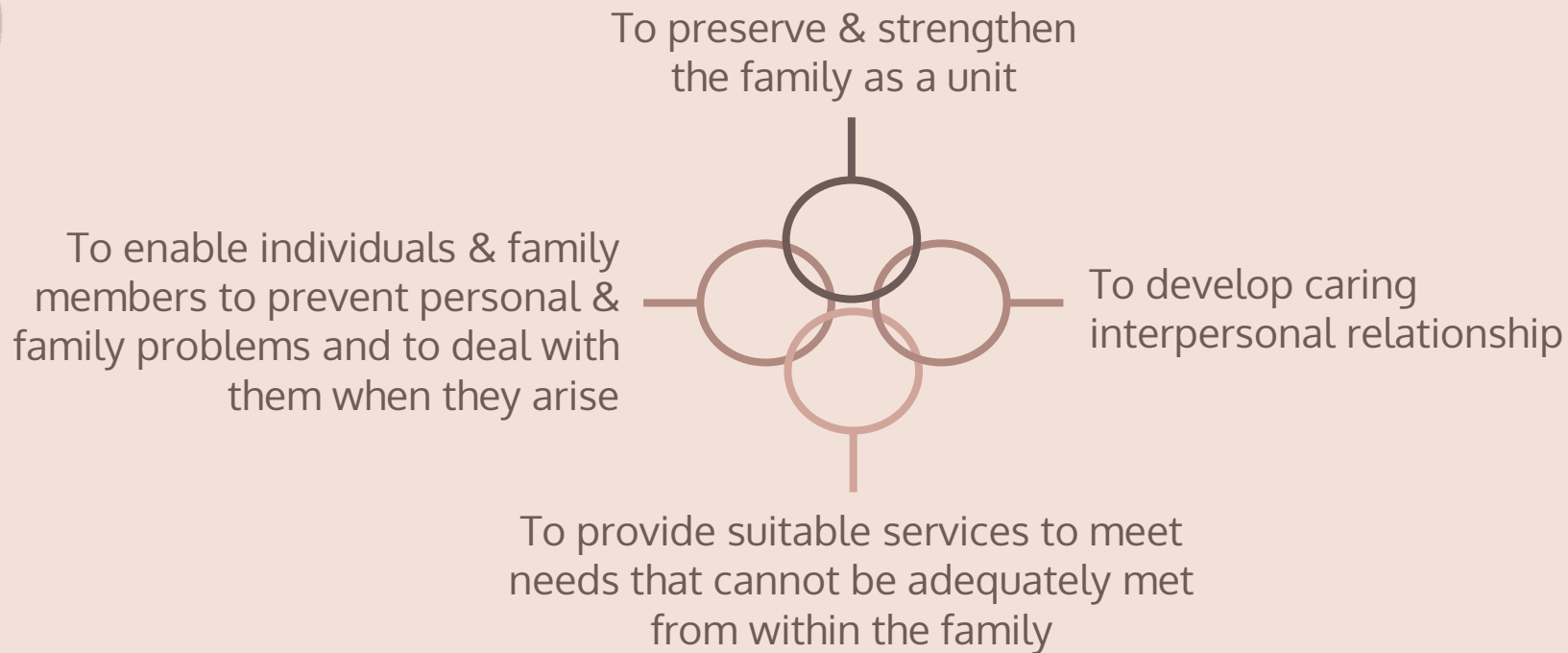


Family Social Work

The role of a family social worker...

[Being a social worker \(Children and Families\)](#)
[\(youtube.com\)](#)

Family and Child Welfare Services

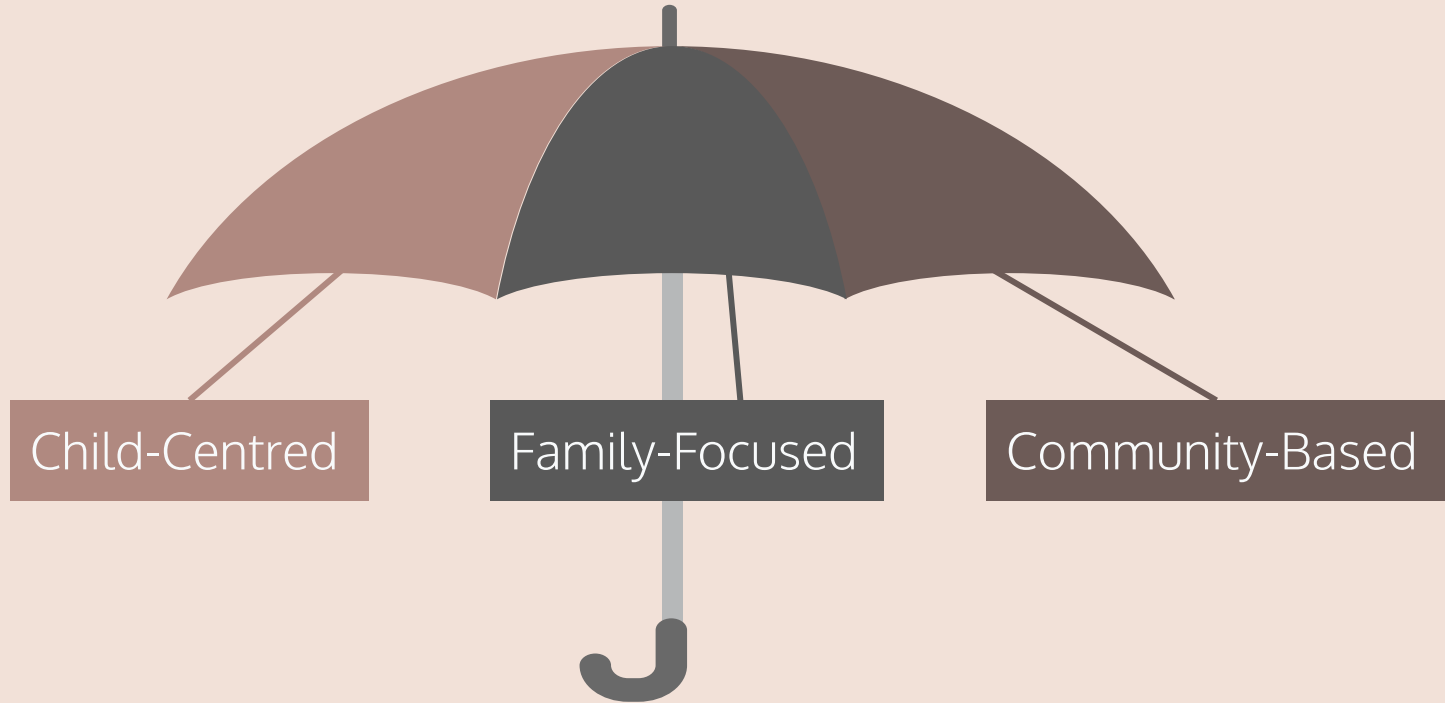


Integrated Family Services (Operated by SWD and NGO)

Main Objective

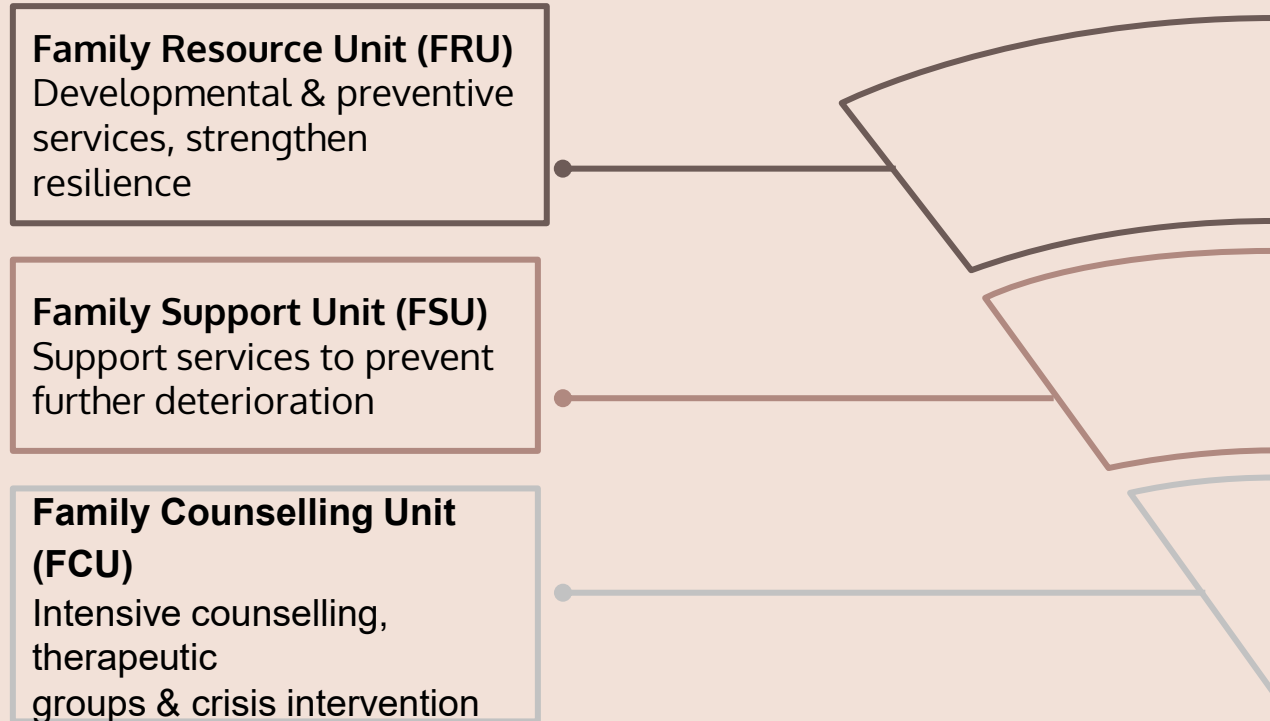
Serve as a 'community-based' integrated service centre focusing on supporting and strengthening families.

Integrated Family Services (Operated by SWD and NGO)- Direction



Integrated Family Services

IFSC 3 Tiered Delivery Model



Integrated Family Services

Service Content

- Enquiry service, resource corner, family life education, parent-child activities, group work service, program activities, volunteer training and service, outreaching service, counselling service and referral service.

Target Group

- Individuals and families in need with extended hour services.

List of Family & Child Welfare Services

- Charitable/ Trust Funds
- Departmental Hotline Service
- Family Aide Service
- Parents Resource Centres
- Community Living Room
- Family & Child Protective Services
- Child Care Services
- Compassionate Rehousing
- Family Crisis Support Centre
- Multi-purpose Crisis Intervention & Support Centre
- Family Life Education
- Foster Care
- Integrated Family Services
- Refuge Centre for Women
- Services for Street Sleepers
- Services for victims of sexual violence
- Suicide Prevention Services
- Temporary Shelter/Urban Hostel for Single Persons
- Website on Support for victims of child abuse, spouse/cohabitant battering & sexual violence
- Working Group/Advisory Committee
- Adoption Service
- Residential Child Care Services
- Victim Support Programme for Victims of Family Violence
- Short-term Food Assistance Service Team
- Cross-Boundary and Inter-Country Social Services
- Project on Child Care Training for Grandparents
- Specialised Co-parenting Support Centre (support service for divorced/separated families)
- Support Programme for Enhancing Peaceable Relationship
- Outreaching Teams for Ethnic Minorities

IFSC Recommendation: Alternative Housing Assistance

- An inter-departmental referral mechanism between SWD and HD.
- Nature : Public Rental Housing (PRH) transfer, splitting of PRH tenancy, addition of family member(s) to PRH tenancy and other housing assistance for PRH tenants and PRH applicants.
- **Remarks: Carefully consult agency and follow its procedures before responding to client, avoid false hope.**

Short-term Food Assistance Service Team

Objectives

NGOs are commissioned to operate Short-term Food Assistance Service (STFAS) to help individuals and families who have difficulties in coping with their daily food expenditure.

Target group

- Unemployed
- Low-income earners
- New arrivals
- Street sleepers
- Individuals or families facing sudden change & immediate financial hardship

Pre-School Rehabilitation Services

- Early Education and Training Centre (EETC) 0 – 6 years old
- Integrated Programme in Kindergarten-cum-Child Care Centre (IP) 2 -6 yrs old
- On-site Pre-School Rehabilitation Services (OPRS) below 6 mild disabilities
- Special Child Care Centre (SCCC) 2- 6 moderate – severe disabilities
- Residential Special Child Care Centre (RSCCC) 2- 6 moderate – severe disabilities with residential care needs
- Occasional Child Care Service (OCCS) children 2 – 6 with disabilities & their siblings with temporary hrs – day care needs
- Training Subsidy Programme for Children on the Waiting List of Subvented Pre-school Rehabilitation Services (TSP)

Training Subsidy Program (TSP)

target

Children under 6 on the waiting List of subvented pre-school rehabilitation services, not attending any subvented pre-school rehabilitation services.

The monthly household income does not exceed 75% of the Median Monthly Domestic Household Income (MMDHI).

Application

SWD will issue letters to parent(s)/guardian(s) of children on the waiting list for subvented pre-school rehabilitation services to invite their application for TSP.

Applicants

Applicants could submit the original copy of the completed application form together with a copy of supporting documents by post or by hand to Rehabilitation and Medical Social Services Branch of SWD or submit the electronic form (e-Form) online.

Regularisation on Tier 1 Support Services to On-site Pre-school Rehabilitation Services (OPRS)



1. Children under 6 and studying in KGs/KG-cum-CCCs: Assessed or waitlisting assessment by CAC or having disabilities/special needs
2. Parents / carers and teachers / childcare workers of the children above.



1. Consultation and training for teachers and childcare workers to conduct initial screening and teaching adaptation
2. Short-term training for children
3. Support for parent



1. Parents/carers may consult the teachers or other professions if the child is assessed or awaiting assessment by CAC
2. Parents/carers can also approach the Project Team direct



When working with a family and
their children...

Assessment of needs

Assessment Report Guide

- Source of Referral (i.e. Self-approached, MSSU, Police, School, District Council, Housing Department, etc.)
- Background/ Family Information (i.e. family of origin, household members, financial condition, education & career, major incidents)
- Requested Services & Assessed Needs
 - Emotional support and counselling, housing (short-term/ long-term), financial (one-off/ food bank/ social security), family relationship (couple, marital, parent-child, elderly, siblings, in-laws, etc.), waitlist/ referral of services (i.e. SEN, elderly care, carer stress, parents support, etc.)
- Treatment Plan/ Intervention Model
 - Solution Focused, Strength-based, CBT, ACT, EFT, SLT, Mindfulness, Self-compassion, Positive Parenting, etc.

Assessment Report Guide

- Service Rendered

- Emotional support, counselling & psychoeducation
- Assessed needs, risks & reminded consequences (i.e. child/ elderly protection/ personal safety, etc.)
- Referral/ introduction of services
- Liaised with professionals (i.e. referral SW, MSW, SSW, teachers, police, service officers, etc.)
- Conducted home visits/ other visits/ escort services/ review meetings
- Reviewed and monitored problems & condition

- Follow-up Areas

- To review waitlist process and facilitate; monitor condition and needs
- To provide continuous support/ counselling

Family and Child Protective Services (FCPSU) Objectives

Protect children
who are/have been
harmed/maltreated

01

Assist spouses/cohabitants
who are/have been harmed
in domestic violence and
their family members to
restore normal functioning

02

03

Safeguard the interests of
children being affected by
custody/guardianship disputes
and referred by the Courts

Family and Child Protective Services (FCPSU)

- Direct Services
 - outreaching, investigation, early intervention, statutory protection, casework, group and program work services
 - for placement students: case work (non-crisis based, intensive counselling cases, monitoring of cases with lowered risks/ post-support; group and program work (i.e. parent-child relationship, parenting stress, couple/ marital relationship, etc.); observing Multi-disciplinary Case Conference on Child Abuse (MDCC) (subjected to case nature, centre-in-charge's approval and clients' consent)
- Supportive services including clinical psychological services, child care services, residential child care services, residential services for victims of domestic violence and family aide service.

Family and Child Protective Services (FCPSU)

- A multi-disciplinary approach is adopted in the handling cases of child protection and domestic violence.
- Work with the Police for joint investigation on certain cases and to conduct video-recorded interviews for taking statement with children having been harmed/maltreated, aiming to minimising their trauma during the course of investigation.
- Focused on couple disputes, marital conflicts, child welfare cases.
- Launch Public education programmes to arouse public attention.
- Beware of envelope and phone number used; home visits risk assessment.

Compassionate Rehousing (CR)

- Aim at providing housing assistance to individuals and families who have genuine and imminent long-term housing needs but, due to their special social and medical needs, have no other feasible means to solve their housing problem.
- To be assessed comprehensively by professional social workers with their centre-in-charge/District Heads for recommendation to Housing Department.
- Student workers would be requested to provide initial assessment on social grounds (through interview and home visits), and provide recommendation report for agency.
- **Note: Do NOT offer or mention to client prior to approval and consult centre in-charge.**

Against Child Abuse Limited

Objectives

To promote a caring and non-violent environment for the optimal growth and development of our children through delivering quality services in the areas of prevention, training, crisis intervention, treatment and advocacy.

Crisis Intervention Services

- **Parent-child Support Line**
 - Parents, children, professionals and the public are encouraged to call or drop-in to report suspected cases of child abuse or ask for assistances of parenting difficulties.
 - Listen to parents' or caregivers' difficulties, and provide them with professional advice on child management and counselling service, emotional support to children and young people in need.
 - All personal information of the informant is kept confidential.

Against Child Abuse Limited

When received the report of suspected cases of child abuse, social worker will provide outreach service and case assessment. After assessment of the risk of child abuse and the needs of the families, appropriate follow-up services would be provided.

- **Types of Harm and Maltreatment**

- **Maltreatment:** act that endangers or impairs the physical/psychological health and development of an individual under the age of 18; committed by individuals, singly or collectively, who, by their characteristics (e.g. age, status, knowledge, organizational form), are in a position of differential power that renders a child vulnerable.
- **Physical harm/abuse:** non-accidental injury (e.g. punching, kicking, striking with an object, poisoning, suffocation, burning, shaking an infant, etc.).
- **Sexual abuse:** forcing or luring a child to take part in any acts of sexual activity
- **Neglect:** a severe or repeated pattern of lack of attention to a child's basic needs that endangers or impairs the child's health or development.
- **Psychological harm/ abuse:** interactions that endanger or impair the child's physical and psychological health.

Against Child Abuse Limited

Treatment Services

- Counselling & psychological support, play therapy
- Home visits and interviews in centres, financial and tangible assistance
- Psychoeducation of knowledge and skills of positive parenting
- Treatment Group: (Stress-management, batterer-intervention, children group)
 - Utilize cognitive behavioural therapy to help parents adopt positive parenting skills and attitudes, to reduce stress and anxiety that parents face when disciplining children, thus decreasing the occurrence or reoccurrence of child abuse cases and enhancing parent-child relationship.
 - Help children relieve their emotions and learn the right ways to manage emotions, and to enhance their self-image.

Preventive Services

- Volunteer Home Visit Project, Youth/ Single Mother Project, Parents Networking Project (Chuk Yuen Centre, Tuen Mun Centre & Kwai Chung Centre): promote effective & positive parenting and aid mutual support between parents.

Harmony House Jockey Club Harmony Link - Domestic Violence Prevention Centre

Objectives

Tackle social problems of domestic violence using diverse approaches and promote harmonious and healthy relationships in families with a comprehensive range of preventive and therapeutic services.

To change the misconceptions and incorrect attitude towards domestic violence to handle domestic violence.

Services

- Community education
- Counseling and consultation services
 - 24-Hours Hotline & Man Hotline
 - Women and Children Shelter
- Short-term accommodation, legal consultation, and referrals to other appropriate services.

Suicide Prevention Services

Objectives

Serves people who are suicidal, despairing or distressed by means of befriending and other preventive services by supporting them to regain control of their emotions and the will to live on. Also aim at raising general awareness towards suicide and identifying ways in which suicide can be effectively addressed.

Services

- Suicide Prevention: Telephone Contact; Home Visits; Support Groups; Seasonal Visits
 - Services for Survivors of Suicide Loss; Case Support; Mutual Support Groups
 - Volunteer Training & Support
 - Community & Life Education
 - Public and School Talks; Corporate Training
 - Press Conferences
 - Exhibitions and Educational Activities



Other Useful Services

Social Resources, Community
Centres & Units

Parents/ Relatives Resource Centre

- To provide community support for the parents and relatives/ carers of persons with disabilities. They would learn how to take care of persons with disabilities, exchange experience and establish mutual support.
- Help strengthen the function of family and help parents and relatives/ carers to cope with the difficulties and pressure.
- Services include:
 - Individual-based support services such as counselling, provision of resource materials, service referrals.
 - Support groups and activities such as therapeutic groups, educational programmes, family activities; and community education programmes.

Family Life Education Unit

- A form of community education which is preventive and developmental in nature.
- It aims to enhance family functioning, strengthen family relationship and prevent family breakdown through a wide range of educational and promotional programs such as seminars, talks, groups, family activities and exhibitions, etc.
- The major target groups include adolescents, couple- to-be, married couples, parents-to-be and parents.

Foster Care Services

Foster Care

- Provides residential family care for children under 18 years of age
 - Whose parents cannot adequately take care of them due to special family circumstances.

Foster Care (Emergency)

- Provide immediate & short-term residential family care for children under 18 years of age.
 - Whose parents cannot care for them due to emergency/crisis situation.
- Duration of care should not exceed 6 weeks.

Small Group Homes

Small Group Homes

Provides residential family care for children from 4 to under 18 years of age.

Small Group Homes (Emergency)

- Provide immediate & short-term residential family care for children from 4 to under 18 years of age.
 - Whose parents cannot care for them due to emergency/ crisis situation.
- Duration of care subject to review.



Useful Assessment Tools and Guideline

Suicide Risk Assessment Guide

- Psychosocial factors associated with risk for suicide and suicide attempts.
- These include recent life events such as losses (esp. employment, careers, finances, housing, marital relationships, physical health, and a sense of a future).
- Psychological states of acute or extreme distress (especially humiliation, despair, guilt and shame) are often in association with suicidal ideation, planning and attempts.
- These are warning signs of psychological vulnerability and indicate a need for mental health evaluation to minimize immediate discomfort and to evaluate suicide risk.

Crisis Intervention

- Conduct initial assessment and identify immediate risk factors.
- Encourage the victims to stay safe/remain in the agency and report immediately to the agency supervisor (senior social worker or intake worker), then FWS.
- Consult agency supervisor for agency protocol in handling procedures (i.e. conduct crisis out-reaching, escort services, arrangement of shelter or tangible resources, etc.).
- Pair-up with agency colleagues when conducting crisis intervention.
- FWS would discuss with agency for case follow-up or transferal for agency colleague's follow-up after assessment and discussion with agency.

Assessment of Child Protection and Domestic Violence Guidelines

- Procedural Guide for Handling Intimate Partner Violence Cases (Revised 2011)
- Procedural Guidelines for Handling Adult Sexual Violence Cases (Revised 2021)
- Protecting Children from Maltreatment – Procedural Guide for Multi-disciplinary Co-operation (Revised 2020)
- Guidelines on Subventions and Subsidies for Aided Standalone Child Care Centres (January 2024)

Data Protection – PDPO

- To maintain clients' confidential data and in line with the ethical practice of the profession and the requirements of the personal data (Privacy) Ordinance, 1995).
- All clients' identifiable data should be decoded.
- Avoid using personal data storage, request data storage device from agency and seek approval prior to usage.
- Do **NOT** record (video or voice) any content during placement unless prior approval was sought from the agency IC.
- Any information leaks of clients or agency would result to **termination of placement or grade deduction**.

Assignments - AI

- Refer to the fieldwork placement handbook.
- **For case work, only Grammarly is accepted.** Other AI generated language models for fieldwork courses are prohibited.
- For group and program materials design (i.e. poster, leaflets, PPT), AI could be used with **prior-approval obtained from both agency and FWS.**
- **Citation** of AI generated language model and usage is required.
- **Failure of compliance or harms lead to agency and service users, would result to consequences of grades deduction.**

Assignments (A-O3)

First Placement (Please refer to the first session orientation slide for information)

- Case + group + program: 2 cases + 1 group + 1 program
- Case only settings: at least 4 cases
- Group + project/ program only settings: 2 groups + 1 program OR 1 group + 2 programs/ projects (both have at least 2 sessions), Community Development Project: 1 - 2

Second Placement

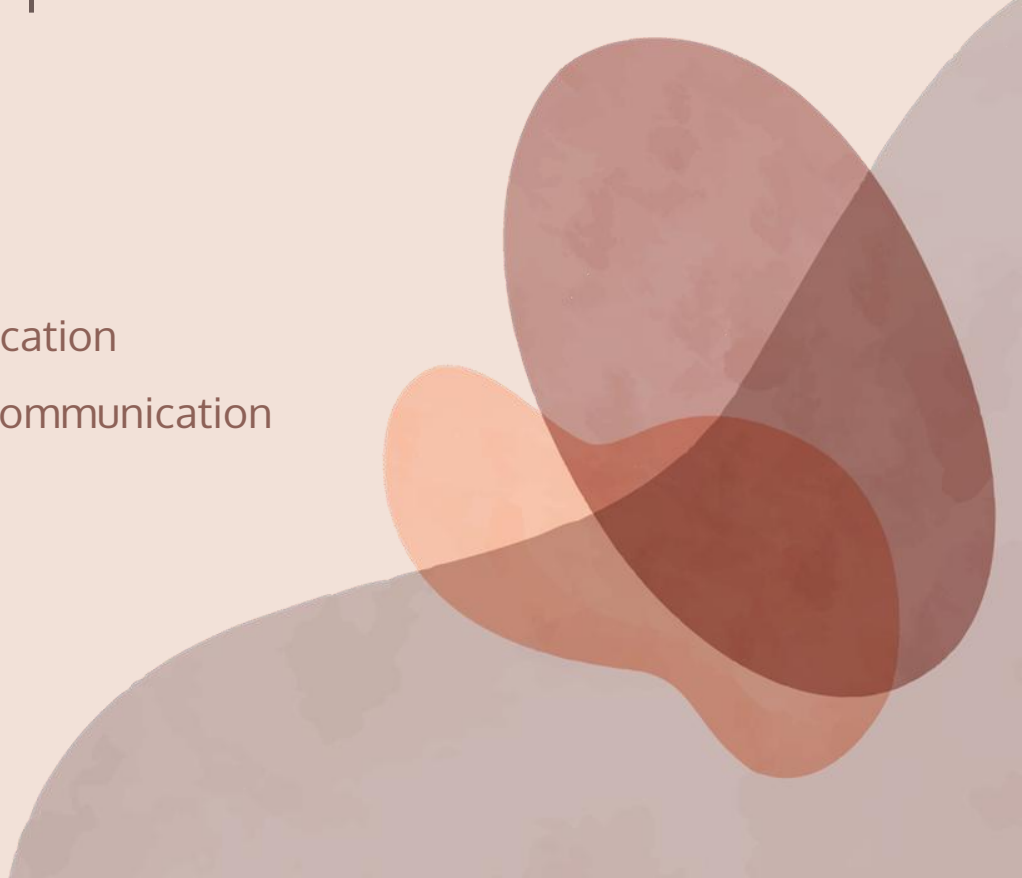
- Case + group + program: 3 cases (6 – 8 sessions for each case) + 1 group (5 – 6 sessions) + 1 program (1 session)
- Case only settings: at least 5 cases (6 – 8 sessions for each case)
- Group + project/ program only settings: 2 groups + 1 program OR 1 group + 2 programs/projects (both have at least 2 - 3 sessions)
- Community Development Project: 1 - 2

Note: The assignments may take the form of direct service, such as case/ group/ program / project/ campaign of a social work nature, and/ or indirect service, such as staff training and project planning.

Group Ideas

Parent/adult:

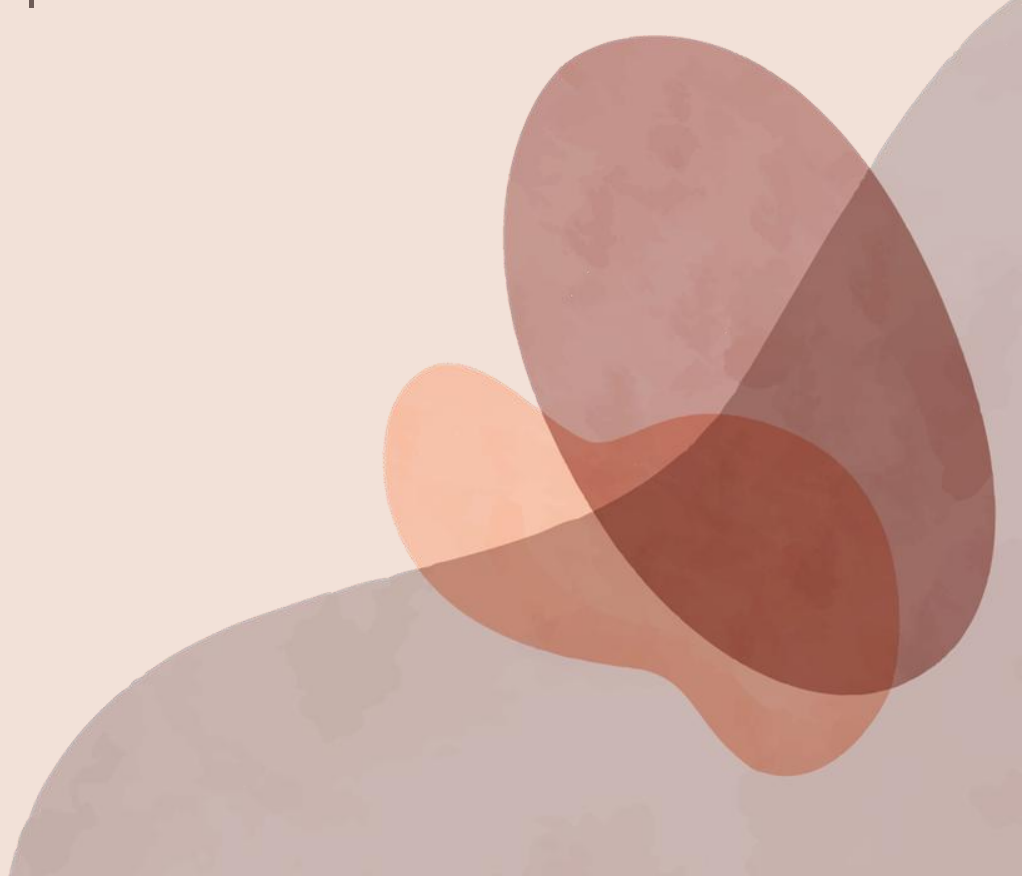
- Parenting skills training
- Self Care/Self Compassion
- Par Group: Parent-child communication
- Stress/emotional management communication
- Networking against loneliness
- Couple/marital relationship



Group Ideas

Children/teenagers/volunteers:

- Resilience building
- Emotional/stress management
- Social skills training
- Volunteer training
- Leadership training
- Peer relationship strengthening
- Social skills enhancing



Case Nature


Counselling:

- Family relationship
- Marital relationship
- Emotional/stress challenges
- Parenting: SEN, study, emotional management
- Mental health
- Risk taking behavior: Self Harm, addiction/substance abuse, etc.

Remarks: Tips for Writing Assessment Report & Intervention Plan (refer to the previous part of "Assessment Report Guide" slides).

Case Nature

Tangible:

- Recommendation for location preference, social-housing
 - Recommendation for split household for , alternative housing assistance (SWD IFSC only)
 - DCA application, Rainbow Fund application
 - Pre-School Rehabilitation Services application (e.g. EETC, OPRS, SCCC)
(https://www.swd.gov.hk/tc/pubsvc/rehab/cat_serpresch/)
 - Long Term Care Services Delivery System (e.g. SCNAMO, LDS)
(https://www.swd.gov.hk/tc/pubsvc/elderly/elderly_info/assess/scnam_cwl/)
 - Referral for food assistance, ICCMW, shelter, financial assistance, temporary housing, etc.
- 

Program Ideas

- Family – 5 Love Languages, positive communication
- Play Fun – The importance of play, gaming & sports related
- Parent Child Sex-Education – Protect your body
- Road Show – Mental health, suicide prevention, against child abuse, against domestic violence, family harmony, positive parenting

Attitude



Punctual



Self-initiative to learn
from service team



Responsible,
early preparation



Polite, respect
& care



Confidentiality &
Social Media



Self-discipline, time &
work management



Flexibility & shoulder
additional duties



Blend into
the team
& dress code

Recommended Professional Dress Code

- Shirts/ Tops covering chest and shoulder (avoid big logos or prints)
- Long Trousers/ bottom wear (avoiding jeans, especially in SWD)
- Shoes covering toes
- Hair colors of dark shades
- Covering up tattoos



Tips for Placement in Different Agency Settings

- Agency NGOs: Blend in their culture, background and mission, follow trends and policy.
- SWD: Strictly follow usage of presentation and jargons, CIS & recording format, staffing chart and division of work, be mindful in frontline practice as a “public officer”, reporting to direct supervisors and take note of different roles of colleagues (i.e. outreaching team, assessors, family-aid supervisors, unit-in-charge, SSWO team/ OIC team/ SWO team, etc.).
- Remarks: For FCPSU, be cautious on contact number usage (i.e. front desk no./ work phone/ non-identified no.), envelope (i.e. with or without SWD logo); and usage of office or venue (with or without recording facilitates/ home visits/ direct service locations); always consult office-in-charge or mentor prior to practice.

Orientation For SWD

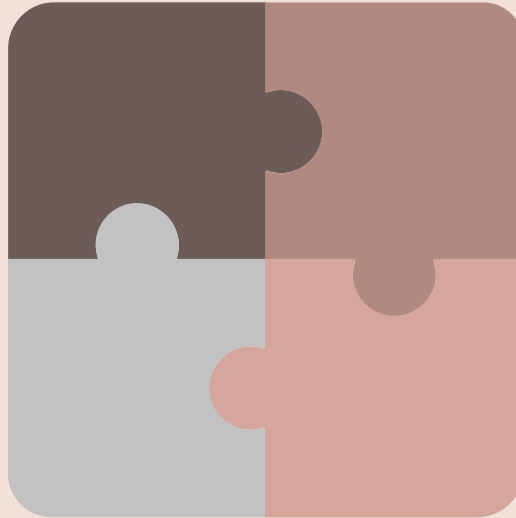
May 8, 2026 at 2:15 pm

- Mandatory for all SWD unit placement students
- Counted as placement hours (part b in form C-01a)
- Attend punctually and dress appropriately for the occasion
- Sign-up for attendance upon arrival

Knowledge/Skills

Community
Resources &
Services

Needs of
Different Service
Users



Relative Conceptual &
Intervention Models,
Risk assessment

Communication
Skills

Agency Visits & Mid-placement Sharing

- Two agency visits and 1 mid-placement sharing.
- All mandatory, absence of approval is required from FWS and setting coordinator in advance.
- Punctuality and appropriate dress code is required.
- Count as placement hours as part A in placement hour form.
- Mealtime and travelling hours between agency venues 1 & 2, and placement agency could be counted.

Agency Visit 1

Agency

The Hong Kong Catholic Marriage Advisory Council - KID First Specialised Co-parenting Support Centre (HK)

Date

May 26, 2026 (Tue)

Time

2:30 pm – 5:00 pm

Venue

Unit A-E, 7/F, Eastern Commercial Centre, 397 Hennessy Road, Hong Kong

Agency Visit 2

Agency

T.W.G.Hs. CROSS Centre

Date

May 28, 2025 (Thurs)

Time

10:00 am – 12:00 pm

Venue

Room 1501 - 1504, 15/F, Tung Ning Building, 2 Hillier Street, Sheung Wan, Hong Kong.

Mid-Placement Sharing

Content

Sharing and feedback on mid-placement learning journey and outcome, training on Trauma-informed crisis work

Date

June 24, 2026 (Wed)

Time

10:00 am – 1:00 pm

Venue

CJT-5.23

Family Setting Coordinator

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Tel. No. | 3917-2070

THANKS

Do you have any questions?

Good luck 😊

