

NC DSS CHILD WELFARE SERVICES

STATEWIDE TRAINING PARTNERSHIP

*Delivering competency-based, job-relevant, accessible training
for North Carolina's child welfare social workers*

CHILD WELFARE SERVICES STAFF DEVELOPMENT

**2009
SUMMER/FALL
TRAINING CALENDAR**

**CHILD WELFARE/STAFF DEVELOPMENT
2009 SUMMER/FALL TRAINING SCHEDULE**

TABLE OF CONTENTS

Dear County Director of Social Services Letter 3-5
Website Reference 6

I. Training Guidelines
Child Welfare Training Laws and Definitions 7-8
Required Training 9-13
Curricula Organizational Structure 14-15
Training Record Form 16
Pre-Service Training for Social Work Students 17-19

II. Training Centers
Regional Training Center Information 20
Asheville Training Center Information Sheet and Directions 21
Charlotte Training Center Information Sheet and Directions 22
Fayetteville Training Center Information Sheet and Directions 23
Greensboro Training Center Information Sheet and Directions 24-25
Kinston Training Center Information Sheet and Directions 26

III. Inclement Weather Policy 27
Registrar Contact Info 28-29

IV. Registration
Guidelines for Registration 30-32
Applying to Register for Training Online 33-34
Training Guidelines and Policies for an Effective Learning Experience 35-36
Registration Form 37
Application for Admission to MAPP GPS Form 38

V. Training Courses

100 Series

Child Welfare in North Carolina 39-43

200 Series – Tier 1

Child Development in Families at Risk (online course) 44-46
Effects of Separation and Loss on Attachment 47
Legal Aspects of Child Welfare in North Carolina 48
Medical Aspects of Child Abuse and Neglect for Non-Medical Professionals 49
Step by Step: An Introduction to Child and Family Teams 50-51

200 Series – Tier 2

Adoptions in Child Welfare Services 52
Anchors Away! How to Navigate Child and Family Teams: The Role of the Facilitator 53
CPS Assessments in Child Welfare Services 54
CPS In-Home Child Welfare Services 55
Family-Centered Practice in Family Preservation Programs 56
Family Support in Practice: Connecting with Families 57
Foster Family Home Licensing in Child Welfare Services 58

Table of Contents
(continued)

Intake in Child Welfare Services.....	59
Placement in Child Welfare Services	60
300 Series	
The ABC's of Including Children in Child and Family Teams	61
Adult Mental Health Issues which Impact Families Served by Child Welfare(online course)	62-63
Child Forensic Interviewing	64
Child Welfare Practices for Cases Involving Domestic Violence	65
Coaching in the Kitchen: Guiding Parents through Teachable Moments	66
Collaboration: Child Welfare and the Courts Working Together (Online course).....	67-68
Introduction to Child Sexual Abuse	69
Introduction to Substance Abuse for Child Welfare Services.....	70
Introduction to Supervision for Child Welfare Services.....	71
Introduction to the Monthly Foster Care Contact Record (Online course)	72
Keeping It Real: Child and Family Teams with Youth in Transition	73
Methamphetamine: What a Social Worker Needs to Know (Online Course).....	74-75
Model Approach to Partnerships in Parenting: Group Preparation and Selection	76-78
Shared Parenting	79-80
Staying Power! A Supervisor's Guide to Retaining Child Welfare Staff.....	81
Technical Assistance and Learning Support (TALS).....	82
Understanding and Intervening in Child Neglect (online course).....	83
Understanding Child Mental Health Issues (online course).....	84
Widening the Circle: Child and Family Teams and Safety Considerations.....	85
Independent Living Resources	
Registration Information for Independent Living Resources	86
Helping Youth Reach Self-Sufficiency.....	87
LINKS 101 (formerly Adolescent Independent Living 101).....	88
VI. Trainers	89-93
VII. NC State Map	94



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May 30, 2009

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

Director of Private Group Home, CCI or Child Placing Agency, Director of Family Preservation, Family Support or Family Resource Center Program, Director of N.C. Schools of Social Work, Field Education Program

SUBJECT: TRAINING CALENDAR FOR SUMMER/FALL 2009, NCDSS CHILD WELFARE SERVICES

We are very pleased to announce that the Summer/Fall 2009 Child Welfare Services training schedule is available **on-line**. During this time of budgetary restrictions, we will not be mailing a hard copy of the training calendar to your agency this calendar period. However, you and your staff can continue to check for available courses and submit registration applications on-line at <http://www.ncswlearn.org> as registrations open for particular courses of interest.

As we strive to remain responsive both to the emerging learning needs of our workforce as well as the program related needs identified from our state's recent CF SR and subsequent Program Improvement Plan, we wish to highlight some of the new training opportunities featured in our training schedule:

NEW for Supervisors, Program Managers, and Directors

- **Advanced Supervisor Curriculum: *Staying Power! A Supervisor's Guide to Retaining Child Welfare Staff*** – This three-day classroom-based course for experienced county DSS child welfare supervisors is designed to increase a supervisor's ability to recruit and retain child welfare staff. The course introduces supervisors to concepts, tools, and practices that improve staff retention and help supervisors understand how to prevent staff turnover by making interventions at key points in the supervision process. This course has been developed by Family and Children's Resource Program, part of the Jordan Institute for Families at the UNC-Chapel Hill School of Social Work.

NEW Cross-Agency Training Opportunities for DSS and Community Partners

- **Collaboration: Child Welfare and the Courts Working Together** – This online course, which combines self-paced learning with a live online session, is a cross training opportunity for district court judges, county Department of Social Services (DSS) directors, DSS attorneys who represent their agency, child welfare program managers and child welfare supervisors. Five modules address each element outlined in the Program Improvement Plan (PIP) regarding court improvement including: guiding federal legislation updates from CAPTA, AFSA, Indian CWA, Adoption and Safe Family Act and Interstate Compact on Placement of Children, current policy and procedures of both the child welfare and court systems including timetables from report to adoption, focus on effective collaboration between child welfare and the courts, family-driven decision making tools such as Child and Family Team Meetings and Day One Conferences, and how to use the recommendations by the family and professionals to best serve the child in the court process. Also included are best strategies for collaboration such as model court reports, child welfare data sharing, local court rules, Memorandum of Understanding, use of the National Council of Juvenile and Family Court Judges Resources Guidelines, and Permanency Mediation. This course has been developed by Family and Children's Resource Program, part of the Jordan Institute for Families at UNC-Chapel Hill School of Social Work and may be accessed through the <http://www.ncswlearn.org> website.
- **Keeping It Real: Youth in Transition** – This one day training event is designed to offer service providers such as Links Coordinators and anyone who works with youth in transition such as Mental Health, Schools, DJJDP and other agencies who work with placement, a formalized method for increasing the voices of foster care youth in their individual transitional living plans. Participants will understand the use of the Child and Family Team model as a planning format with youth and their identified supports. Skill-based activities will focus on how to prepare youth for meetings, how to assist youth in deciding who they want to attend meetings, and how to emphasize the importance of follow-up meetings as a way to support the youth's successful transition to independent living. This course has been developed by the Center for Family and Community Engagement, part of the College of Humanities and Social Sciences, at North Carolina State University.

NEW Online Training Opportunities for All Staff

To help make training more easily accessible, we continue to move forward with advancements in on-line learning. The course *Adult Mental Health Issues with Impact Families Served by Child Welfare* is now available online. Watch for the following regularly offered courses to transition from classroom to online format during the next six months:

- Understanding Child Mental Health Issues
- Understanding and Intervening in Child Neglect

NEW Expanded Features of the ncsWLearn.org Website

- Workers can now not only **register for classes online**, but can also **cancel their registrations for classes online** by simply selecting "*Personalized Learning Portfolio*"

option “*Search for a Training Event*” and then clicking on “*Cancel*” next to the specific training event. It is critical that workers cancel as soon as possible from a training event if they are unable to attend so that registrars can then substitute participants from the waiting list.

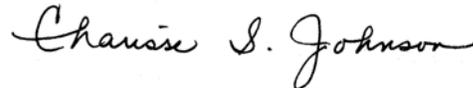
- **Supervisors can cancel their worker’s registration online** by simply selecting “*Supervisor Resources*” option, “*Employee Training Schedule*,” selecting the month of the training, clicking on the link of their “*employee name*” and then clicking on the link “*Cancel*” next to the specific training event.
- Also, note that beginning July 1, 2009, certificates of course completion will be emailed to participants by registrars after the training event rather than participants receiving paper copies of the certificate at the training event.

Please feel free to address any other questions, comments or suggestions to Rebecca Huffman, Program Manager for Staff Development, (919) 334-1172 or email: Rebecca.Huffman@ncmail.net. Should you or your staff members have questions about specific courses or registration, please contact the appropriate registrar according to the course name of the training for which you are registering.

We strive to continue to make available easily assessable, economical, high quality training events for your staff. It is our hope that your agency will take full advantage of the opportunities provided by the Division and their training partners to further enhance worker skills and abilities to better serve the children and families of North Carolina.

Thank you for your on-going support in these endeavors.

Sincerely,



Charisse S. Johnson, Chief
Child Welfare Services

cc: Sherry S. Bradsher
Jack Rogers
Sarah Barham
Child Welfare Services Team Leaders
Children’s Services Program Representatives
Regulatory and Licensing Services Consultants

TO REGISTER ON-LINE, VISIT:

[HTTP://WWW.NCSWLEARN.ORG](http://www.ncswlearn.org)

**FOR ADDITIONAL TRAINING INFORMATION RESOURCES, LAWS, AND
POLICIES, VISIT OUR WEBSITE:**

[HTTP://WWW.NCDHHS.GOV/DSS/TRAINING/CHILDWELFARE.HTM](http://www.ncdhhs.gov/dss/training/childwelfare.htm)

FOR HOTEL INFORMATION

VISIT

[WWW.VISITNC.COM](http://www.visitnc.com)

Child Welfare Training

Providing child welfare services in any capacity requires certain knowledge, skills, personal qualities, and respect for the values of others. To be recognized as competent, agency administrators, supervisors and social workers must demonstrate professional behaviors that achieve the overall purposes of child welfare. Specific competencies are sets of knowledge and behaviors required of child welfare professionals that enable staff to perform effectively the tasks associated with each stage of the child welfare casework process.

Developing competence in child welfare is an ongoing process. To assist in achieving this competence, supervisors and social workers are expected to meet all training requirements specified in law.

Child welfare training requirements in North Carolina were initially enacted on May 1, 1991, when Governor James G. Martin issued Executive Order 142 requiring training for CPS workers. Since this time, training requirements have evolved to a system requiring pre-service and in-service training, which teaches agency staff to ensure safety and permanence for children. Training requirements are currently in place for all child welfare workers, supervisors and foster parents.

Laws

May 1, 1991: Executive Order 142 Training required for all CPS workers and Supervisors.

July 1, 2003: G.S. 131D-10.6A (b) Training by the Division of Social Services required:

The following General Statute applies to child welfare services staff initially hired on or after January 1, 1998:

“The Division of social services shall establish minimum training requirements for child welfare services staff. The minimum training requirements established by the division are as follows:

1. Child welfare services workers shall complete a minimum of 72 hours pre-service training before assuming direct client contact responsibilities. In completing this requirement, the Division of social services shall ensure that each child welfare worker receives training on family centered practices and State and federal law regarding the basic rights of individuals relevant to the provision of child welfare services, including the right to privacy, freedom from duress and coercion to induce cooperation, and the right to parent.
2. Child protective services workers shall complete a minimum of 18 hours of additional training that the Division of social Services determines is necessary to adequately meet training needs.
3. Foster care and adoption workers shall complete a minimum of 39 hours of additional training that the Division of social services determines is necessary to adequately meet training needs.
4. Child welfare services supervisors shall complete a minimum of 72 hours of pre-service training before assuming supervisory responsibilities and a minimum of 54 hours of additional training that the Division of social Services determines is necessary to adequately meet training needs.
5. Child welfare services staff shall complete 24 hours of continuing education annually. In completing this requirement, the Division of social Services shall provide each child welfare services staff member with annual update information on family centered practices and State and federal law regarding the basic rights of individuals relevant to the provision of child welfare services, including the right to privacy, freedom from duress and coercion to induce cooperation, and the right to parent.

6. The Division of Social services may grant an exception in whole or in part to the requirement under subdivision (1) of this subsection to child welfare workers who satisfactorily complete or are enrolled in a masters or bachelors program after July 1, 1999, from a North Carolina social work program accredited pursuant to the Council on Social Work Education. The program's curricula must cover the specific pre-service training requirements as established by the Division of Social Services.

The Division of Social Services shall ensure that training opportunities are available for county departments of social services and consolidated human service agencies to meet the training requirements of this subsection.

Definitions

Direct Client Contact – A child welfare worker who is newly hired or who has assumed a new child welfare role between January 1, 1998 and June 30, 1999, may not be alone with a client or be assigned primary responsibility for a case (including foster and adoptive parents licensing/assessment) until the 72 hours of pre-service training has been achieved. Effective July 1, 1999, this definition shall apply only to newly hired child welfare staff and interns or those with **a three-year gap** in child welfare service. Prior to training, a new child welfare worker may shadow the social worker that has been assigned primary responsibility for the case, but is prohibited from intervening in the case until he/she has completed the pre-service training requirements.

Child Welfare Worker – Employed staff, contracted staff and student interns who work in a NC County Department of Social Services in the following functional areas: Family Preservation, Family Support, Children's Protective Services (Intake, On-Call, CPS Assessment and CPS In-Home Child Welfare Services), and Foster Care and Adoption (Placement of Children, Recruitment of Families, Licensing and Adoption assessment). Staff from a private or public agency who assumes a foster care or adoption functional area on behalf of a county DSS, via contract, as outlined in law, NCDSS policy or standard also meets the definition of child welfare worker.

Training – Any formal educational session with predetermined competencies and outcomes. This definition includes conferences, yet excludes staff meetings and consultation sessions.

Continuing Education – Any training or undergraduate/graduate social work courses, that a County DSS can reasonably justify, that will teach child welfare worker and/or supervisor knowledge and skills that will improve their social work practice with children and families.

Primary responsibility for a case – When a child welfare worker is assigned principal case work and decision making responsibilities with a child and/or family (including foster and adoptive families), and provides direct case work services.

Contract Provider – Any individual who through a contractual agreement provides child welfare responsibilities outlined in law, policy or standard. This would include individuals who contract independently with DSS agencies or temporary agencies that provide workers through a contractual agreement.

Required Training

The following pages describe current minimum requirements for Child Welfare social workers, Occasional On-call social workers, Child Welfare supervisors, Family Preservation/Family Support workers, and Foster Parents as required by law.

If there are any questions about training requirements for those employed or assuming child welfare responsibilities prior to January 1, 1998, please see the Child Welfare Training Guidelines 2003 on the training website at www.ncdhhs.gov/dss/training/childwelfare or call the Staff Development Team at 919-733-7672.

All Child Welfare Services

Child welfare services workers and supervisors who are **hired or who assume child welfare services responsibilities** (including staff hired for on-call) must complete a **minimum of 72 hours** of pre-service training titled ***Child Welfare in North Carolina*** and the designated **Transfer of Learning packet** prior to direct client contact or assuming supervisory responsibilities. In addition, all CPS staff must have an additional minimum of 18 hours of in-service training within the first year; and foster care and adoption workers must have an additional 39 hours of in-service training within the first year of employment. An additional **24 hours of continuing education** for all workers/supervisors, regardless of employment date, is required every year after the first year of employment. Social work supervisors must also attend an additional **54 hours** of supervisory training within the first year of employment. Child welfare services workers and supervisors who assume a role in a new or different functional area and who met the pre-service training requirements at the time of their employment are not required to attend ***Child Welfare in North Carolina***. However, these individuals are required to attend the job specific training (200 series, tier II) within **3 months** of assuming their job assignment/responsibility.

For staff whose primary job function is in an area other than child welfare, yet **serve Occasional On-Call or Occasional On-Call supervisory back-up, pre-service** training (prior to direct client contact) is required. Staff primarily working in non-child welfare areas, yet serving **Occasional On-Call or On-Call supervisory** backup, may attend a choice of training. These staff may choose to attend **the 72-hour pre-service** training **OR** they may **attend Intake in Child Welfare Services AND CPS Assessments in Child Welfare Services** prior to direct client contact.

The following courses apply:

Course	All Child Welfare Services Workers	Supervisor	Time Frame
Child Welfare in North Carolina: Foundations of Child Welfare (Week 1)	X	X	Prior to direct client contact or assuming supervisory responsibilities
Child Welfare in North Carolina: Family Assessment (Week 2)	X	X	Prior to direct client contact or assuming supervisory responsibilities
Child Welfare in North Carolina: Experiential Learning Week (Week 3)	X	X	Prior to direct client contact or assuming supervisory responsibilities
Child Welfare in North Carolina: Family Change Process (Week 4)	X	X	Prior to direct client contact or assuming supervisory responsibilities

Legal Aspects	X	X	Within 1 year of assuming responsibility
Medical Aspects	X	X	Within 1 year of assuming responsibility
Child Development in Families-at-Risk	X	X	Within 1 year of assuming responsibility
The Effects of Separation and Loss on Attachment	X	X	Within 1 year of assuming responsibility
Step by Step: An Introduction to Child and Family Teams	X	X	Within 1 year of assuming responsibility
200 Series, Tier 2 [those that apply to job function(s) See Description	X	X	Within 1 year of assuming responsibility for new employees
Supervisory Skills Development		X	Within 1 year of assuming responsibility
24 Hours of Continuing Education	X	X	Every year after the first year of employment

- **Child Welfare in North Carolina: Foundations of Child Welfare, Family Assessment, Experiential Learning Week and Family Change Process:**

Social workers and social work supervisors with Child Welfare Services responsibility must complete *Child Welfare in North Carolina: Foundations of Child Welfare, Family Assessment, Experiential Learning Week* (Transfer of Learning Packet) and Family Change Process prior to having direct client contact and/or assuming supervisory responsibility. This training meets the required 72 hours of pre-service training. This course is also appropriate for Family Preservation and Family Support staff.

Effective July 1, 2001, occasional on-call workers and occasional on-call back-up supervisors may choose to attend *Child Welfare in North Carolina* **OR** *Intake in Child Welfare* and *CPS Assessments in Child Welfare Services*.

Effective September 1, 2002, all child welfare workers and supervisors attending *Child Welfare in North Carolina* are required to complete and submit a Transfer of Learning packet as a component of the training, prior to direct client contact.

- **Legal Aspects:** Social workers and social work supervisors with child welfare services responsibility must complete *Legal Aspects* within the first year of assuming child welfare services responsibility.
- **Medical Aspects:** Social workers and social work supervisors with child welfare services responsibility must complete *Medical Aspects* within the first year of assuming child welfare services responsibility.
- **Child Development in Families-at-Risk:** Social workers and social work supervisors with child welfare services responsibility must complete *Child Development in Families-at-Risk* within one year of assuming child welfare services responsibility (unless they have previously completed *Family Centered Practice* training prior to July 1997 or Core III).
- **The Effects of Separation and Loss on Attachment:** Social workers and social work supervisors with child welfare services responsibility must complete *The Effects of Separation and*

Loss on Attachment within one year of assuming child welfare services responsibility (unless they have previously completed *Capturing Best Practice in Foster Care and Adoption* or Core IV).

- **Step by Step: An Introduction to Child and Family Teams:** Social workers and social work supervisors with child welfare services responsibility must complete *Step by Step: An Introduction to Child and Family Teams*, within one year of assuming child welfare services responsibility.
- **200 Series, Tier 2 Training:** New social workers and social work supervisors must complete the 200 Series, Tier 2 training, as is applicable to their job role(s), within one year of assuming a child welfare services role. Child welfare workers and supervisors who assume a new job function within their agency or a new agency, and have met the pre-service requirements based upon their date of employment, must attend the 200 series, Tier 2 training within 3 months of assuming the new job function role. The “200 Series, Tier 2”, courses are job role specific as follows: Family Preservation, Family Support, CPS Intake, CPS Assessment, CPS In-Home, Child Placement, Foster Home Licensing, Adoption, Child and Family Teams and Independent Living. This training meets the required 18/39 hours of additional training within the first year of employment. Occasional on-call workers may take specific 200 series courses in lieu of *Child Welfare in North Carolina*.
- **Introduction to Supervision for Child Welfare Services:** Social work supervisors assuming Child Welfare Services managerial functions must attend *Introduction to Supervision for Child Welfare Services* (54 hours) within one year of job responsibilities.
- **24 Hours of Continuing Education:** All child welfare workers and supervisors, regardless of employment date, are required to have 24 hours of continuing education every year after the first year of employment.

**State and Federally Funded
Intensive Family Preservation and Family Preservation Services**

All Intensive Family Preservation (IFPS) and Family Preservation Services (FPS) workers and supervisors whose programs receive funding through the Division and/or participate in IFPS/FPS data collection are required to complete the six-day *Family-Centered Practice in Family-Preservation Programs* workshop. This mandated training must be completed at the earliest opportunity following the hire date (i.e., at the next scheduled workshop or no later than three months following employment). IFPS/FPS staff will be given priority in the training registration process

Course	Social Worker	Supervisor	Time Frame
Family Centered Practice in Family Preservation Programs	X	X	Within 90 days of responsibility
Supervisory Skills Development Course		X	Within 1 year of responsibility
24 hours of continuing education	X	X	Every year after first year of employment

- **Family Centered Practice in Family Preservation Programs:** Direct service providers and supervisors with IFPS/FPS responsibility who receive funding through the Division or are participating in data collection are required to attend *Family Centered Practice in Family Preservation Programs* at the first available opportunity, yet no later than 90 days following employment or assignment to an IFPS/FPS program.
- **Supervisory Skills Development Course:** Supervisors with IFPS/FPS responsibility are required to attend a supervisory skill development course within one year of assuming supervisory responsibility.

**State and Federally Funded
Family Support and Family Resource Centers**

All Family Support and Family Resource Center workers and supervisors whose programs receive funding through the Division are required to complete the six-day *Family Support in Practice: Connecting with Families* workshop. This mandated training must be completed at the earliest opportunity following the hire date. Family Support and Family Resource Center staff will be given priority in the training registration process.

Course	Social Worker	Supervisor	Time Frame
Family Support in Practice: Connecting With Families	X	X	At the earliest opportunity following hire date

- **Family Support in Practice: Connecting With Families:** Direct service providers and supervisors of Family Support or Family Resource Centers who receive funding through the Division are required to attend *Family Support in Practice: Connecting with Families* at the first available opportunity, yet no later than 90 days following employment or assignment to Family Support or Family Resource Center program.

Foster Parents

The health, safety and well being of children in foster care depend on the ability of their foster families to care for them in a nurturing, supportive way. Most children who enter foster care have had life experiences that have been traumatic and hurtful. As a result, their ability to trust adults is impaired. Foster families need to have a broad range of knowledge, skills, self-awareness and patience to care for the children living in their home. To assist the family in broadening their knowledge and skills, foster parent applicants must receive **30 hours of pre-service training prior to licensure** and **all existing and new foster families** must receive **10 hours of in-service training on an annual basis**.

Pre-service training must address the following issues:

- General Orientation to Foster Care
- Communication Skills
- Understanding the Dynamics of the Foster Care and Adoption Process
- Separation and Loss
- Attachment and Trust
- Child Development
- Behavior Management
- Working with Birth Families and Maintaining Connections
- Life Book Preparation
- Planned Moves and the Impact of Disruptions
- The Impact of Placement on Foster and Adoptive Families
- Teamwork to Achieve Permanence
- Cultural Sensitivity
- Confidentiality
- Health and Safety

County departments of social services are urged to develop their own curricula for **in-service training** so that training may be available throughout the year for foster parents. The following is a list of possible alternatives agencies may choose in meeting the in-service training requirement:

- Relevant video tapes with a questionnaire to document that the family has viewed the videotape.
- The number of hours the foster parent(s) has participated in therapy sessions with foster children. Documentation by the therapist should be obtained for the case record.
- Families may read newsletters, books, manuals, etc. that directly relate to foster parenting and the needs of children in their home.
- Attendance at state, regional and/or national foster parent conferences.
- Attendance at local foster parent association meetings as long as the meetings contain relevant information related to the needs of foster children.

CURRICULA ORGANIZATIONAL STRUCTURE

In 1998, the North Carolina Division of Social Services, Children's Services Statewide Training Partnership made a decision to establish a competency-based training system. By devising such a training system, county child welfare staff is provided training that addresses the knowledge and skills needed to complete their daily job tasks. This type of system provides training at different levels of depth, appealing to the needs of inexperienced and experienced child welfare staff. In North Carolina, training is offered at the 100, 200 (Tier I and Tier II) and 300 series. Each level of training is geared toward a particular target audience, with each level of training serving as a foundation for the next series of training.

Many new child welfare workers enter an agency at the Unconscious Incompetence level of knowledge and skill. Workers in this category often are unaware of what they do not know about the child welfare system. Therefore, the 100 series training events are primarily targeted to the needs of child welfare workers who are beginning their social work practice in a North Carolina Department of Social Service agency. Information provided in the 100 series gives staff an overview of the continuum of child welfare services in a North Carolina DSS. Information in the 100 series is intended to provide an awareness of basic social work theories, practice and DSS specific information. The completion of the appropriate 100 series course(s) is a prerequisite for registration in all other training events.

Currently, the Partnership offers one course in the **100 series**. **Child Welfare in North Carolina** is the foundational course required of all new DSS child welfare social workers and supervisors who will practice in all areas of child welfare except for Family Preservation. (Family Preservation social workers and supervisors are no longer required to take a foundational course as a prerequisite to Family Centered Practice in Family Preservation Programs. They should instead take Family Centered Practice in Family Preservation Programs at the first available opportunity but no later than 90 days following employment or job responsibility.) **See Pre-Service Training for Social Work Students on the pages in this section following the Training Record Form for information about educational exemptions.**

The 200 series training events are divided into Tier 1 and Tier 2. Courses in this series provide more in-depth knowledge and application of social work theories, procedures, and practice. The target audience for these training events is social workers and supervisors who have no more than one year of experience.

In the **200 series, Tier 1**, courses participants are provided with extensive information regarding job specific issues that are essential to the initial and on-going assessment of children and their families. Courses in this series include **Legal Aspects of Child Welfare in North Carolina, Child Development in Families at Risk, Medical Aspects of Child Abuse and Neglect for Non-Medical Professionals, Effects of Separation and Loss on Attachment, and Step by Step: An Introduction to Child and Family Teams**. The information contained in these training events builds upon the knowledge obtained in the pre-service training.

The **200 series, Tier 2**, courses primarily provide child welfare staff with more in-depth knowledge and skills practice regarding job specific information. Child welfare social workers and supervisors should attend the course(s) that addresses the job function area in which they practice. For example, a social worker that is employed in CPS Assessments should attend this particular training event. If a staff member is employed in a generic child welfare role then they should attend all the 200 series, Tier 2, courses that apply to their job functions. For staff members who

CURRICULA ORGANIZATIONAL STRUCTURE (continued)

are required to attend more than one job specific training event, we strongly encourage that staff members and their supervisor prioritize their attendance at a particular training based upon the most pressing needs of the employee. Training events that are included in the 200 Series, Tier II, include **Intake in Child Welfare Services, CPS Assessments in Child Welfare Services, Family-Centered Practice in Family Preservation Programs, CPS In-Home Child Welfare Services, Family Support In Practice: Connecting with Families, Placement in Child Welfare Services, Foster Family Home Licensing in Child Welfare Services, Adoptions in Child Welfare Services, Anchors Away! How to Navigate Child and Family Teams: The Role of the Facilitator, and the Independent Living courses.**

These training events are targeted to child welfare staff who possess less than one year of child welfare experience in a North Carolina Department of Social Service or for staff who change job functions.

Training events provided in the 300 series provide child welfare staff with knowledge and skills practice regarding specialized and related topics that are associated with child maltreatment, achieving permanence for children and supervisory skills development. These courses are designed to refine the knowledge and practice that child welfare staff has previously gained through the 100 series, 200 series and on-the-job training. The 300 series training events are targeted toward child welfare staff who possess more than one year of child welfare experience. Many of the training events in this series incorporate a high degree of skill development among the participants. Examples of training events in the 300 series are: **Deciding Together, Introduction to Child Sexual Abuse, Introduction to Supervision for Child Welfare Supervisors, Money Matters: Foster Care Funding Basics** and many others. **Please refer to the Training Schedule for additional courses.**

The recommended course sequence for child welfare staff hired or assuming job responsibility on or after January 1, 1998 is as follows: Child Welfare in North Carolina, Medical Aspects, Legal Aspects, Child Development in Families at Risk, Effects of Separation and Loss on Attachment, Step by Step and 200 Series, Tier 2, courses that apply to the worker's job function, and topic specific courses in the 300 series.

Please feel free to contact the Staff Development Team to discuss specific training issues or to clarify any questions you may have. You may contact Rebecca Huffman at (919) 334-1172 or by e-mail at <rebecca.huffman@ncmail.net>.

Child Welfare Training Guidelines can be accessed on the Division of Social Services website at www.ncdhhs.gov/dss/training/childwelfare



Pre-Service Training for Social Work Students

The North Carolina Child Welfare Education Collaborative

Background

A special provision, passed by the General Assembly in 1999, authorizes the NC Division of Social Services to grant full or partial exemptions to the mandatory Pre-Service Training (“Child Welfare in North Carolina” course) for graduates and students enrolled in accredited MSW or BSW programs in North Carolina.

Participating social work education programs reviewed the correlation between the curriculum of the North Carolina Child Welfare Education Collaborative and the child welfare pre-service competencies that inform the Division’s mandatory Pre-Service Training (“Child Welfare in North Carolina” course). Based on the findings of this review process and delineation of an acceptable approach to address missing competencies, the Division granted a waiver of the Pre-Service Training (“Child Welfare in North Carolina” course) requirement for programs successfully completing the review.

MSW students enrolled at the programs that completed the curriculum review can satisfy the Pre-Service Training (“Child Welfare in North Carolina” course) requirement by successfully completing the following: 1) a customized, version of pre-service training, 2) a practicum in a public child welfare setting, and 3) the coursework that the program has identified to address the competencies. BSW students at authorized programs usually complete the Pre-Service Training requirement (“Child Welfare in North Carolina” course) by completing a specific child welfare course and completing a placement in a public child welfare setting. Students are “provisionally” certified until they graduate with an MSW or BSW degree. Full certification requires that the student complete the degree and complete the activities the program designates as those necessary for Pre-Service Training.

Authorized Social Work Programs

The social work programs listed below are authorized by the NC Division of Social Services to offer an alternative form of Pre-Service education. The Division has reviewed the curriculum each school uses to teach core child welfare competencies and issued a Pre-Service training waiver to these schools.

Once students have completed the classroom parts of the waiver program, they receive a Provisional Pre-service Training Certificate. Students who have this certificate may, under appropriate supervision, be assigned cases and engage in direct practice in their child welfare field placements. All provisional certificates have a termination date and are valid only for purposes of continued education.

Students who successfully complete all requirements for the child welfare Pre-Service Training waiver are issued a certificate of completion and are listed in the statewide training database.

The Collaborative Central Office can verify a graduate’s status (919)-962-6450 or nc-cwec@email.unc.edu).

Basic components provided by ALL programs:

- ❑ Social work courses the program has designated as those that address child welfare core competencies
- ❑ Child welfare course or training/workshop
- ❑ Public child welfare field placement in a county DSS
- ❑ Graduation with a degree in social work

Authorized BSW Programs**Appalachian State University**

Successfully completes at least one child welfare course: SW 4358, Social Services with Child and Youth or SW 4365 Social Services with Troubled Families and completes SW 3540, Competencies for Child Welfare, a one semester course taught by ASU faculty.

North Carolina State University

Successfully completes SW 415 Child Welfare, a one semester course taught by NC State University faculty; as well as enroll-in and successfully complete course SW 498 added Value Seminars on Public Child Welfare Issues each semester they are a participant in the CWEC scholar or waiver program.

University of North Carolina at Wilmington

Successfully completes two courses, SWK 311: Child Abuse and Neglect and SWK 312: Seminar on Practice in Children, Youth, and Family Services.

East Carolina University

Successfully complete 2 courses taught by ECU faculty: SOCW 4520 Child Welfare Studies and SOCW 4505 Communities and Children

North Carolina Central University

Successfully completes SOCW 4000, Child Welfare, a one-semester course taught by NC Central faculty.

University of North Carolina at Charlotte

Successfully completes SWOK 3090, a one-semester Child Welfare course taught by UNC Charlotte faculty

University of North Carolina at Greensboro

Successfully completes a special Child Welfare Course, SWK 584: Social Services for Children and participate in four day preparation for field seminar.

University of North Carolina at Pembroke

Successfully completes SWK 3830 Child Welfare Services Course taught by UNCP and all major assignments in professional core courses must address Child Welfare issues.

Western Carolina University

Successfully completes SOCW 326, Child Welfare, a semester long course taught by WCU faculty. Also completes a 2-day workshop addressing on-the-job competencies.

Authorized MSW Programs

East Carolina University

Successfully complete a special 6-day seminar to address pre-service competencies not in the regular curriculum and SOCW 6426: Advanced Policy in Family and Children's Services.

Fayetteville State University

Successfully completes all major assignments in professional core courses addressing Child Welfare issues and participates in a special 3-day seminar to address pre-service competencies not in the regular curriculum.

Joint MSW Program

Successfully completes SWK 584, Social Services for Children and participates in a special 5 day seminar to address pre-service competencies not in the regular curriculum.

University of North Carolina at Charlotte

Successfully completes SWOK 7090, a one-semester Child Welfare course taught by UNC Charlotte faculty

University of North Carolina at Chapel Hill

Successfully completes SOWO 860 – Child Welfare Perspectives, a 1-semester course, and participates in a special 6-day seminar to address pre-service competencies not in the regular curriculum

REGIONAL TRAINING CENTER INFORMATION

Asheville Regional Training Center

1. **Asheville-Buncombe Technical Community College** Classrooms: 409 and 412
Haynes Building, 4th Floor
NC/DSS #6
1459 Sand Hill Road
Candler, NC 28715
Phone Numbers: 828-670-5050
Fax Number: 828-670-5053 State Courier Number: 12-64-02

Charlotte Regional Training Center

2. **Central Piedmont Community College** Classrooms: 2105 and 2110
Harris Campus One (formerly West Campus)
3210 CPCC Harris Campus Drive
Charlotte, NC 28208
Phone Numbers: 704-395-2110, 704-395-2138, 704-395-2160
Fax Number: 704-395-2101 State Courier Number: 05-18-41
Administrative Support Staff: **Bonnie English**
Email: bonnie.english@ncmail.net

Greensboro Regional Training Center

3. **Guilford Technical Community College** Classrooms: 217 and 218
Send postal mail to: NCDSS – Greensboro Regional Training Center
GTCC –Adult Education Center, Room 213 (Greensboro Campus),
PO Box 309, Jamestown, NC 27282
Physical location: Greensboro Campus-Adult Education Center
3505 East Wendover Avenue, Greensboro, NC 27405
Phone Number: 336-954-1747, 336-954-1748, 336-954-1749
Fax Number: 336-954-1750 State Courier Number: 13-29-04
Administrative Support Staff: **Elaine Highsmith**
Email: elaine.highsmith@ncmail.net

Fayetteville Regional Training Center

4. **Cumberland County DSS** Classrooms: G05-A, G05-B, G05-C
1225 Ramsey Street, Room G05
Fayetteville, NC 28301
Phone Number: 910-677-0460, 910-677-0466, 910-677-0448
Fax Number: 910-677-0468 State Courier Number: 14-62-43
Administrative Support Staff: **Amy Campbell**
Email: amy.m.campbell@ncmail.net

Kinston Regional Training Center

5. **Lenoir Community College** Classrooms: 205 and 202
Administration Building, Room 207
Highway 70, Kinston, NC 28502
Phone Number: 252-520-2413, 252-520-2411, 252-520-2412
Fax Number: 252-520-2417 State Courier Number: 01-23-29
Administrative Support Staff: **Betty Williford**
Email: betty.williford@ncmail.net

ASHEVILLE REGIONAL TRAINING CENTER
Classrooms 409 and 412
NC/DSS #6
Asheville-Buncombe Technical Community College
Haynes Building, 4th Floor
1459 Sand Hill Road
Candler, NC 28715

For further information on directions to RTC, please call the Asheville RTC at 828-670-5050 and fax number 828-670-5053

For further information on your registration or to cancel your attendance, please call the registration contact person listed in your confirmation letter.

To confirm that training event will take place in case of inclement weather, please call the Asheville-Buncombe Tech. Community College at 828-254-1921

Directions to the Asheville-Buncombe Technical Community College

From I-40 Eastbound:

Take I-40 West to Exit 44, which is West Asheville/Enka Candler. Turn right on 19/23 (will see McDonald's and Shoney's on right). Drive South toward Candler, NC. Turn Left 4th traffic light (from exit) onto Sand Hill Road. Take 2nd entrance on left into campus (AB Tech sign). Haynes Building is on right with a flagpole in the front. Asheville RTC is located on the 4th floor of the Haynes Building (7 story building).

From I-40 Westbound:

Take I-40 East to Exit 44 to the 1st traffic light, turn right on 19/23 (will see McDonald's and Shoney's on right.) Drive South toward Candler/Canton, NC. Turn left at the 4th traffic light from exit onto Sand Hill Road. Take 2nd entrance on left into campus (AB Tech sign). Haynes Building is on right with a flagpole in the front. Asheville RTC is located on the 4th floor of the Haynes Building (7 story building).

Parking

Parking is free, but is prohibited in areas designated as Fire Lane, Loading Zone. Parking tickets are the responsibility of the participant. Handicapped parking is located adjacent to the Haynes Building.

Asheville Area Motels

Several motels are located in close proximity to A-B Technical Community College. By providing a listing of the area lodging, NCDSS is not recommending the cost, quality, or service of a particular motel. Participants are responsible for arranging their own accommodations.

Holiday Inn-Biltmore West
435 Smokey Park Hwy
Asheville, NC
800-678-2161

Red Roof Inn
16 Crowell Road
Asheville,
828-667-9803

Days Inn West
I-40 & Hwy 19-23
NC Asheville, NC
828-661-9324

Hampton Inn-Biltmore
1 Rocky Ridge
Asheville, NC
828-667-2022

Square Sleep Inn
1918 Old Haywood Road
Asheville, NC
828-670-7600

Super 8 Motel
8 Crowell Road
Asheville, NC
828-667-8706

CHARLOTTE REGIONAL TRAINING CENTER
Classrooms 2105 and 2110
Central Piedmont Community College (CPCC)
Harris Campus One (formerly West Campus),
3210 CPCC Harris Campus Drive Charlotte, NC 28208

For further information on directions to RTC, please call Bonnie English, Charlotte RTC Support Staff at 704-395-2110.

For further information on your registration or to cancel your attendance, please call the registration contact person listed in your confirmation letter.

To confirm if training event will take place in case of inclement weather, please call Central Piedmont Community College at 704-330-6888.

Directions to Charlotte Regional Training Center

From Hickory:

Highway 16 South. Join I-77 (once you reach I-77 South, continue with directions from the Statesville area).

From Statesville:

I-77 South. Take Exit 6B (Billy Graham Exit) and continue right onto Billy Graham Parkway. Go through two stop lights. At the fourth stop light, make a right onto Morris Field Drive. Make the next right onto CPCC West Campus Drive. We are located in the building to your right as you come into the campus.

From Gastonia:

I-85 North. Take Exit 33 (Billy Graham Parkway). Make a right turn onto Billy Graham. Go through two stop lights. At the third stop light, make a left onto Morris Field Drive. Make the next right onto CPCC West Campus Drive. We are located in the building to your right as you come into the campus.

From Concord:

I-85 South. Take Exit 33 (Billy Graham Parkway). Make a left turn onto Billy Graham. Go through three stop lights. At the fourth stop light, make a left onto Morris Field Drive. Make the next right onto CPCC West Campus Drive. We are located in the building to your right as you come into the campus.

From Monroe:

Highway 74 to I-277 South. Bear towards your left from I-277 South to Wilkinson Boulevard. Go through four stop lights on Wilkinson Boulevard. At the fifth stop light, make a left onto Morris Field Drive. Continue traveling on Morris Field Drive for approximately one mile. Make a left on CPCC West Campus Drive. We are located in the building to your right as you come into the campus.

Parking

Free parking is available for participants at the training site.

Charlotte Area Motels

Several motels are located in close proximity to Central Piedmont Community College. By providing a list of area lodging, NCDSS is not recommending the cost, service, or quality of any particular motel. Participants are responsible for their own accommodations.

Ramada Inn – Woodlawn
212 Woodlawn Road
Charlotte, NC 28217
704-525-8350

Comfort Suites
I-85 & Billy Graham Parkway
3425 Mulberry Church Road
704-971-4400

Sleep Inn
I-77 & Woodlawn/Billy Graham Area
701 Yorkmont Road
704-525-5005

Holiday Inn – Woodlawn
I-77 & Woodlawn Road/Billy Graham
321 W. Woodlawn Road
704-523-1400

FAYETTEVILLE REGIONAL TRAINING CENTER

Classrooms: G05-A, G05-B, G05-C

Cumberland County DSS

P.O. Box 2429

1225 Ramsey Street – Suite G05

Fayetteville, NC 28301

For further information on directions to Cumberland County DSS, please call Amy Campbell, Fayetteville RTC support at 910-677-0460

For further information on your registration or to cancel your attendance, please call the registration contact person listed in your confirmation letter.

To confirm if a training event will take place in case of inclement weather, please call Cumberland County DSS Government Weather Line (910) 678-7701. (If Cumberland County public schools are closed, training will be postponed until school reopens.)

Directions to Cumberland County DSS

Coming from the North (traveling South):

I-95 to Exit 56, (Route 301) - This is also identified as the Fayetteville/Fort Bragg/Pope Air Force Base exit. Travel approximately 6 miles. Turn right at the Sandpiper Restaurant onto Grove Street. Travel approximately .08 of a mile and turn right onto Ramsey Street. Go 1 mile, crossing over the railroad tracks. Turn left onto Peace Street. Go two blocks then turn left onto Hillsboro Street. Parking lot is on left.

Coming from the South (traveling North):

I-95 to exit 52B – Go straight for approximately 8 miles (this will become Grove Street). Turn right onto Ramsey Street. Go 1 mile, crossing over the railroad tracks. Turn left onto Peace Street. Go two blocks, turn left on Hillsboro Street. DSS parking lot is on the left.

Coming from 87 North (traveling South):

Take 87 South through Spring Lake/Fort Bragg into Fayetteville (this stretch is also called Bragg Blvd). Keep on Bragg Blvd headed towards downtown approximately 8 miles. Make left on Martin Luther King Blvd (401N Business). Go to stop light make left on Ramsey Street. Cross railroad tracks and make left on Peace Street. Go to the stop sign and make left on Hillsboro Street. Make left into DSS parking lot.

Parking

Ample free parking is available at Cumberland County DSS. Participants may park in any area that is not designated as a Fire Lane, No Parking Zones or areas identified as Staff Parking. Handicapped parking is available at the front of the building.

Fayetteville Area Motels

Several motels are located in relative close proximity to the Cumberland County Department of Social Services. Most of the hotels listed are located at Exit 49 of I-95. By providing a listing of the area lodging, NCDSS is not recommending the cost, quality, or service of a particular motel. Participants are responsible for arranging their own accommodations.

Best Western
1902 Cedar Creek Road
Fayetteville, NC
910-438-0748

Comfort Inn
1922 Skibo Road
Fayetteville, NC
910-867-1777

Clarion
1965 Cedar Creek Road
Fayetteville, NC
910-323-8282

Hampton Inn
1922 Cedar Creek Road
Fayetteville, NC
910-323-0011

Fayetteville Hotel & Convention Center
1944 Cedar Creek
Fayetteville, NC
910-323-1600

GREENSBORO REGIONAL TRAINING CENTER
Classrooms 217 and 218

Send all postal mail to: NCDSS – Greensboro Regional Training Ctr.
GTCC Adult Education Center, Rm. 213 (Greensboro Campus)
PO Box 309, Jamestown, NC 27282

Physical Location: Guilford Technical Community College – (Greensboro Campus)
Adult Education Center, 3505 East Wendover Avenue, Greensboro, NC 27405

For further information on directions to RTC, please call Elaine Highsmith, Greensboro RTC support staff, at **336-954-1747**. **For further information on your registration or to cancel your attendance**, please call the registration contact person listed in your confirmation letter.

To confirm if training event will take place in case of inclement weather, please call the Guilford Tech. Community College at 336-454-1126 or 336-334-4822.

Directions to Guilford Technical Community College, Adult Education Center

From Charlotte to Greensboro

Traveling from the South towards (Business I-85 North/I-40 East) –Highway 70
Take Exit # 44 (old Exit 131) and make an immediate right turn onto Hwy. 70. At the top of the ramp merge into the left lane (onto Future 840) and continue on approximately 2 miles. As you approach the end of this loop, you will see a sign that says Greensboro. Make a right turn and merge left onto Burlington Road. Travel approximately 2 more miles to Penry Road and make a right turn at the stop light. Make a left turn into the Guilford Technical Community College Parking lot.

From Raleigh to Greensboro

Traveling from the North towards (Business I-85 South/I-40 West) to Highway 70
Take Exit # 44 (old Exit 131) – Hwy 70 (As a landmark you will see Replacement Ltd on your right) and continue on approximately 2 miles (on Future 840). As you approach the end of this loop, you will see a sign that says Greensboro. Make a right turn and merge left onto Burlington Road. Travel approximately 2 more miles to Penry Road and make a right turn at the stoplight. Make a left turn into the Guilford Technical Community College Parking lot.

From Asheville to Greensboro - Traveling From I-40 West to Greensboro

As you travel on into Greensboro (as a marker) you will see the Gallimore Dairy Road Exit 211. After this marker you should travel in the middle right hand lanes, as the highway will split into I-40 Interstate (bypass) and I-40 Business. You will take I-40 East Business Exit 212 (which says: To Greensboro and Bryan Blvd). Continue to go straight after this exit - you will see another overhead Marker that says (East 40 Business & South 421) continue on straight for several miles and take the Wendover Avenue East Exit 214B. Continue on until you come to Penry Road. Make a left turn onto Penry Road. Make another left turn into the Guilford Technical Community College parking lot.

From Fayetteville to Greensboro

Take 421 North to Greensboro. Cross over Alamance Church Road (as a landmark you will see McDonald's on the right and Burger King on the left). At the very next stop light you will make a right turn and take the 85-N Exit (Burlington/Durham). Continue on to **Exit # 44** (old Exit 131) and make an immediate right turn onto Hwy. 70. At the top of the ramp merge into the left lane (onto Future 840) and continue on approximately 2 miles. As you approach the end of this loop, you will see a sign that says Greensboro. Make a right turn and merge left onto Burlington Road. Travel approximately 2 more miles to Penry Road and make a right turn at the stop light. Make a left turn into the Guilford Technical Community College Parking lot.

From Reidsville to Greensboro

Traveling Hwy. 29 South to Greensboro take the Wendover Avenue East Exit – This brings you to Arnold Street - make a right turn – go to the end of the street and turn right onto East Wendover Avenue. Continue on until you come to Penry Road. Make a left turn onto Penry Road. Make another left turn into the Guilford Technical Community College parking lot.

From Asheboro to Greensboro

Traveling from the (Randolph, Montgomery, Moore County area) take Highway 220-North to Greensboro. Take Exit # 79A and merge left onto Highway 85-North. Continue on towards (Business I-85 North/I-40 East) to Highway 70. Take Exit # 44 (old Exit 131) and make an immediate right turn onto Hwy. 70. At the top of the ramp merge into the left lane (onto Future 840) and continue on approximately 2 miles. As you approach the end of this loop, you will see a sign that says Greensboro. Make a right turn and merge left onto Burlington Road. Travel approximately 2 more miles to Penry Road and make a right turn at the stop light. Make a left turn into the Guilford Technical Community College Parking lot.

Parking

Parking is available free of charge. Parking is prohibited in areas marked Fire Lane, Loading Zone and Staff/Faculty. Handicapped parking is available in the front of the AEC building. Parking tickets are the responsibility of the participants.

Motels

www.visitnc.com

Wingate by Wyndham
(I-40/W. Wendover Ave)
6007 Landmark Center Blvd.
Greensboro, NC 27407
336-854-8610

La Quinta Inn & Suites
(I-40/W. Wendover Ave)
1201 Lanada Road
Greensboro, NC 27407
336-316-0100

Drury Inn
3200 High Point Road
Greensboro, NC 27406
336-856-9696

KINSTON TRAINING CENTER INFORMATION
Classrooms 202, 205
Lenoir Community College (LCC)
Administration Building 3
Kinston, NC 28502

For further information on directions to RTC, contact Betty Williford in the Kinston RTC at 252-520-2413.

For further information on your registration or to cancel your attendance, please call the registration contact person listed in your confirmation letter.

To confirm if training event will take place in case of inclement weather, please call Lenoir Community College at 252-527-6223.

Directions to Lenoir Community College

From Raleigh:

I-40 East to Highway 70 (Goldsboro). Stay on Highway 70 until you reach Kinston. Once in Kinston, bear right onto Highway 70 by-pass (sign will state New Bern). Stay straight on Highway 70 by-pass for several miles. Take Highway 58 (Trenton). Lenoir Community College is on the immediate left.

From Jacksonville and Trenton:

Highway 58 into Kinston. Lenoir Community College will be on the right approximately 1 block before the Highway 58/ Highway 70 intersection.

From Greenville:

Take Highway 11 into Kinston. Remain on Highway 11 until Highway 258 intersects. Remain on Highway 258 for several miles (until intersects with Highway 58). Remain on Highway 58 until you reach Lenoir Community College.

*****Several signs with directions to LCC are in Kinston.**

Parking

Participants will no longer need to purchase a parking sticker, but will be given a parking pass to place in your vehicle. Parking is available at the side entrance to the Administration Building (the staff parking lot facing Highway 70). Numbered spaces are assigned to staff, but participants may park in the unnumbered spaces. Handicapped parking is also available in this lot. Parking may be accessed by the main entrance from Highway 58. Parking tickets are the responsibility of the participant.

Kinston Area Motels

Several motels are in close proximity to Lenoir Community College. By providing the names of area lodging, NCDSS is not recommending the cost, service, or quality of a particular motel. Participants are responsible for arranging their own accommodations.

Comfort Inn
200 West New Bern Road
Kinston, NC
252-527-3200

Days Inn
410 East New Bern Road
Kinston, NC
252-527-6064 or 800-329-7466

Hampton Inn
1382 Highway 258 South
Kinston, NC
252-523-1400 or 800-250-5370

Holiday Inn Express
156 Hill Farm Road
Kinston, NC
252-559-8888 or 800-HOLIDAY

West Parke Inn
Highway 70
Kinston, NC
252-527-1500

INCLEMENT WEATHER POLICY

Regional Training Centers:

Whenever there is a threat of, or actual, inclement weather, participants can contact the facility where the training is to be held to determine if the facility will be open. The telephone number for each facility (and corresponding Regional Training Center) is listed below. In addition, each training center has an answering machine that will give instructions for each day of the training threatened by weather. These machines are updated daily during inclement weather, and numbers are also listed below.

Standard operating procedure involves the cancellation of classes whenever the facility is closed and the resumption of classes whenever the facility reopens. Thus, for a four-day training event, if the community college is closed on Tuesday and Wednesday and reopens on Thursday, our training will begin with Day 1 on Thursday, and the remaining two days will be rescheduled. For those who are traveling the night before the training begins and no closing announcements have been made, staff are advised to listen to weather reports and use their best judgment about driving conditions and whether or not to make the trip. If the registrar knows early enough before the first day of training that the center is closing, efforts are made to call participants ahead of time. **(Please make sure your personnel information is current in the ncswLearn.org database so registrars will be able to contact you if there are course cancellations due to inclement weather.)**

Asheville-Buncombe Tech. Comm. College	(828) 254-1921
Asheville Regional Training Center	(828) 670-5050
Central Piedmont Community College	(704) 330-6888
Charlotte Regional Training Center	(704) 395-2110
*Cumberland Co. DSS (Govt. weather line)	(910) 678-7701
Fayetteville Regional Training Center	(910) 677-0460
Guilford Tech. Comm. College	(336) 454-1126 or
	(336) 334-4822
Greensboro Regional Training Center	(336) 954-1747
Lenoir Community College	(252) 527-6223
Kinston Regional Training Center	(252) 520-2413

*** Please note that if Cumberland County Public Schools are closed, classes will not be held at the Fayetteville Regional Training Center.**

Other Training Sites:

For classes held at sites other than the 5 Regional Training Centers, classes will be cancelled if the public schools in that area are closed.

Registrar Contact Info

Amy Campbell

Fayetteville Regional Training Center
Cumberland County Department of
Social Services
1225 Ramsey Street, Room G05
Fayetteville, NC 28301
Phone: (910) 677-0460
Fax: (910) 677-0468
Email: amy.m.campbell@ncmail.net

Ashley Duncan

**NC Family-Centered
Meetings Project**
NC State University Center for Family
and Community Engagement
Campus Box 8622
Raleigh, NC 27695-8622
Phone: (919) 513-0488
Fax: (919) 513-7980
Email: amduncan@chass.ncsu.edu

Bonnie English

Charlotte Regional Training Center
Central Piedmont Community College
Harris Campus One
3210 CPCC Harris Campus Drive
Charlotte, NC 28208
Phone: (704) 395-2110
Fax: (704) 395-2101
Email: bonnie.english@ncmail.net

Elaine Highsmith

**Greensboro Regional Training
Center**
Guilford Technical College
(Greensboro Campus) Adult
Education Center
3505 East Wendover Avenue
Greensboro, NC 27405
Phone: (336) 954-1747
Fax: (336) 954-1750
Email: elaine.highsmith@ncmail.net

Clarence A. Lamb

**NC Division of Social Services
Staff Development Team**
325 N. Salisbury Street, Suite 531
2412 Mail Service Center
Raleigh, NC 27699-2412
Phone: (919) 334-1178
Fax: (919) 334-1173
Email: clarence.lamb@ncmail.net

Korri Johnson

**NC Division of Social Services
Staff Development Team**
325 N. Salisbury Street, Suite 531
2412 Mail Service Center
Raleigh, NC 27699-2412
Phone: (919) 334-1177
Fax: (919) 334-1173
E-mail: korri.mosley@ncmail.net

**Registrar Contact
Info
(continued)**

Judy Prophet

Family & Children's Resource Program
Jordan Institute for Families
UNC-Chapel Hill School of Social Work
9551 Hitchgate Drive
Charlotte, NC 28227
Phone: (704) 545-9512
Fax: (704) 573-4802
E-mail: judyprophet@carolina.rr.com

Donna Walters Pearson

Appalachian Family Innovations
Appalachian State University
203 Avery Avenue
Morganton, NC 28655
Phone: (828) 433-7187
Fax: (828) 430-8762
E-mail:
donna.pearson@familyinnovations.org

Betty Williford

Kinston Regional Training Center
Lenoir Community College
Administration Building, Room 207
Highway 70
Kinston, NC 28502
Phone: (252) 520-2413
Fax: (252) 520-2417
Email: betty.williford@ncmail.net

GUIDELINES FOR REGISTRATION

1. On-line registration applications can be submitted at url: <http://www.ncswlearn.org>. To fax a registration application, please refer to the NC DSS Training Calendar for the appropriate contact person. In the future all registration applications will need to be submitted online. Right now you can still submit an application via fax or US Mail
2. When registering for training please **ONLY** use the registration application form enclosed in the NC DSS Training Calendar (Revised September 2007).
3. When filling out a registration application, please **PRINT** or **TYPE** information. Registration applications must be **FULLY** completed before your registration application will be accepted. If the registration application is not completed, registrars will contact you for the missing information, either by phone, email or fax. Incomplete registration applications will not be processed until all of the information is obtained.
4. Your name will appear on the certificate as it does on the first line of the registration application.
5. Registrants' home phone numbers are requested in case of inclement weather.
6. Registrations will **ONLY** be accepted by fax, mail and online.
7. Registration applications will **ONLY** be accepted after the registration opening date.
8. If you are registering for MAPP/GPS and are a foster/adoptive parent, private child placing agency, an Area Mental Health Program or from a Family Resource Program, registrant's will need to complete a NCDSS registration application and an Application for Admission to MAPP-GPS Training.
9. Registrants who are accepted to the training event will receive a "Confirmation" letter. Faxing or mailing a registration application or registering online **does not guarantee** that you are registered for a training event. Confirmation letters will be emailed or mailed after registration closing date to the registered person.
10. If a training event has reached its maximum number of participants, additional registrants will receive a "Waiting List" letter or an "Event Full" letter.
11. If space is available after the registration closed date, registration forms will be accepted **ONLY** after prior communication with registrar of space availability. Forms received after closing date **MUST** be faxed.
12. Agencies with new employees to hire must use the new employee's name and employment starting date when registering for training. Agencies may **not** use another employee's name to secure registration for the individuals to be hired.
13. The NC Division of Social Services wishes to ensure that no individual with a disability is discriminated against because of the absence of auxiliary aids and services. Individuals with disabilities who require accommodations in order to participate in our training events are encouraged to contact the assigned registration person prior to the training.
14. **Participants "MUST" be present for the entire training unless it is an emergency.**
15. If you are making up for a missed training day during pre-service training, you must fill out a registration application for the name of training and date you need to make up.
16. All participants must pre-register for all training events based upon the opening and closing dates listed for each course in the training calendar. A participant who is already registered for a training event and is unable to attend needs to cancel. **When canceling the employee from training, you must email the registrar with the cancellation. No substitutions are allowed.** If you wish to send another employee, that employee must pre-register. Pre-registration of the second employee does not guarantee acceptance into the training. Once the first employee cancels his/her registration for training, the registrar then goes to the next person on the waiting list to fill the classroom vacancy. **Training slots are assigned to individual participants and not to a particular county.** Due to the administrative preparation and processes that occur prior to a

training event, **walk-ins are discouraged. Walk-ins will not be accepted if the class is full.**
Note:

(a) To cancel **your own** registration online: select "*Personalized Learning Portfolio*", select "*Search for a Training Event*," and then click on the link "*cancel*" next to the specific training event.

(b) To cancel **your worker's** registration online: select "Supervisor Resources," select "Employee Training Schedule," select the month of the training, click on the link of your "employee name," and then click on the link "*cancel*" next to the specific training event.

17. Please fill out a separate registration application for each training event you want to attend.
18. **Participants must be present the first day of training. If the first day of training is missed, the participant will not be allowed into the class and will be asked to register for another event.**
19. When personnel or schedule changes occur in your agency and you are not going to attend a training for which you are registered, please **email** the appropriate registration contact person immediately. This will make it possible to meet the training needs of staff from other agencies.
20. For training events with a registration fee, a full refund will be made if we receive a cancellation notice seven business days prior to the training. No refund will be made for cancellations made six or fewer business days prior to the training event, but you may register a substitute. If you register using an agency authorization form, but do not attend and do not cancel, you or your agency will be billed for the full amount of the registration fee.
21. For training events without a registration fee, cancellation should be made **no later than 72 hours** prior to the training, as we may be able to fill your slot with someone on the waiting list, or avoid extra costs for training materials. In the event of an emergency, cancellations will be accepted up to the beginning date of training.
22. If you have registered for training but did not attend and did not email the registration contact person that you did not plan to attend, the immediate supervisor and agency director will receive a "**No Show**" letter notifying them of your training absence.
23. If you have to leave early or arrive late due to an emergency, please speak to the trainer to arrange a time to make up missed material. Until the material is made up, you will receive an incomplete, and an "incomplete" letter will be sent to your supervisor informing them of your status.
24. The registration selection process for the social work professional is prioritized based on the following:

Pre-Service Training (100 level):

- 1) Child Welfare Staff, contract staff and student interns in a county Department of Social Services who are affected by the law requiring 72 hours of pre-service training prior to direct client contact will always receive priority, and registrations will be accepted in the order in which they are received.

Family Preservation/Family Support Training (200 Level):

- 1) Family Preservation Program staff who are affected by the training policy requiring training within 90 days following employment will receive priority for *Family-Centered Practice in Family Preservation Programs*, and registrations will be accepted in the order in which they are received.
- 2) Family Support and Family Resource Center workers and supervisors will receive priority for *Family Support in Practice: Connecting with Families*, and registrations will be accepted in the order in which they are received.
- 3) CPS In-Home Child Welfare Services and Child Placement Staff are encouraged to attend this training and registrations will be accepted in the order in which they are received, as space allows following the closing date.

In-Service Trainings (200 Level)

- 1) Child Welfare and contract staff employed in a county Department of Social Services who are affected by the law requiring additional training within the first year of employment will receive

priority. Child Welfare staff and student interns employed in a county Department of Social Services not affected by the training law requiring 18/39 hours of additional training within the first year of employment are accepted in the order in which they are received, as space allows, following the registration closing date.

- 2) Staff from private child-placing and adoption agencies may attend *Adoptions in Child Welfare Services*. These registrations are accepted in the order in which they are received depending upon availability of space following the closing date.
- 3) Staff from private child-placing agencies and Mental Health (therapeutic homes) may attend *Foster Family Home Licensing in Child Welfare Services*. These registrations are accepted in the order in which they are received depending upon availability of space following the closing date.
- 4) To allow equal access to training, the registrar may need to limit the number of participants from one county. If the total number of registration applications exceeds the published maximum, the registrar will contact the county to prioritize which employees they will send to the training.

In-Service Trainings (300 Level):

- 1) Child Welfare Staff employed in a county Department of Social Services who are affected by the law requiring 24 hours of continuing education on a yearly basis, based upon date of employment, will received priority.
- 2) Child Welfare staff and student interns employed in a county Department of Social Services not affected by the training law/requiring 24 hours of continuing education are accepted in the order in which they are received, as space allows, following the registration closing date.
- 3) To allow equal access to training, the registrar may need to limit the number of participants from one county. If the total number of registration applications exceeds the published maximum, the registrar will contact the county to prioritize which employees they will send to the training.

Model Approach to Partnerships in Parenting, Group Preparation and Selection-MAPP-GPS: (300 levels):

- 1) Registrations are accepted beginning on the opening date listed in the training calendar.
- 2) Registrations for MAPP-GPS Certification can only be accepted from persons who meet the applicable requirements for foster parents, adoptive parents, Department of Social Services staff, Area Mental Health Program staff, licensed child placing agency staff (licensed through the N.C. Division of Social Services), and temporary agency staff.
- 3) A Department or a licensed private child-placing agency may contract with a person who meets applicable requirements to conduct the responsibilities of MAPP-GPS. The local Department of Social Services or licensed child placing agency should submit the registration form for the person with whom they are contracting along with a letter verifying that this person is under contract and meets the staffing qualifications outlined in the MAPP/GPS course description located in the 300 Series section of this catalog.
- 4) Registrants who are foster/adoptive parents, from a private child-placing agency, or from a Family Resource Program funded by NCDSS, must complete a NCDSS Statewide Training Partnership registration form and An Application for Admission to MAPP-GPS Training, found in the Registration Guidelines and Forms Section of this catalog.

Selections are then made based on the following criteria:

- 1) Agencies in closest proximity to the training site
- 2) Agencies who have few MAPP-GPS leaders
- 3) Order in which NCDSS registration (all registrants) and An Application for Admission to MAPP-GPS Training (if applicable) are received.
- 4) To allow equal access of the MAPP-GPS training for all agencies, no more than two participants from each agency will be accepted. However, if there is available space following the registration closing date, additional participants from any one agency may be accepted in the training.
- 5) Decisions regarding accepting registrations and confirmation letters will occur after the listed closing date.

APPLYING TO REGISTER FOR TRAINING ONLINE

ncswLearn.org

The NC Division of Social Services and its training partners have developed a training web site to make it easier for human services professionals to get the most out of the training our state provides. Through this site, ncsWLearn.org, you can see:

- **Find training at a glance.** All the training courses offered during a month or search the site to find the times a specific training is being offered.
- **Apply to register for training online.** It's simple!
- **Track your training attendance history.** Whenever you take a course you add to your own personal training history, which makes it easy to assess which courses you need to take.
- **Update your personal information.** Has your job title changed? Gotten married and changed your name? You can update your information in the training system to ensure it is current and accurate.
- **Take an Individualized Training Assessment (ITA)** to plan and prioritize your professional development by viewing which trainings are required, recommended, and elective and self-assessing yourself in terms of a specific set of competencies (knowledge and skills) related to your job function.
- **Take an online course.** Take an online course. ncsWLearn.org is a portal through which you will be able to take the Division's online courses.
- **Save trees.** Because so many of its features are web-based, ncsWLearn.org uses less paper for mailings and calendars, saving thousands of trees a year.

Who Can Use ncsWLearn.org?

Staff members from North Carolina county departments of social services, state agencies, and private child-placing agencies are eligible to attend training events sponsored by the NC Division of Social Services.

Is There a Catch?

You're thinking this sounds too good to be true, right? That there must be some catch? If you want to look at it that way, there is only one

You need a personal e-mail.

To use ncsWLearn.org, each person must have a unique, personal e-mail address so you can create your ncsWLearn.org account. Ideally this address will be a work-related one, such as those available through ncmil.net

Other Important Points

When will confirmation letters be sent?

Confirmation letters will not be sent out until the closing date for registration for the course. The only exception to this is the pre-service, *Child Welfare in North Carolina Pre-Service Training for New Workers and Supervisors*. Confirmation letters for the pre-service course will be sent out as soon as registrations are confirmed.

Who will receive confirmation letters?

Confirmation letters will be sent only to the person enrolled for the course, not the person's supervisor or the agency's training administrator. The pre-service, *Child Welfare in North Carolina*, is an exception—confirmation letters for this course will be mailed or e-mailed to the supervisors of pre-service participants.

How will confirmation letters be sent?

Confirmation letters as well as any other communication (e.g., "waiting list" letters, "event full" letters) will be sent as an attachment to e-mail or by U.S. mail.

How to Cancel out of Training Online?

To cancel **your own** registration online: select "*Personalized Learning Portfolio*," select "*Search for a Training Event*" and then click on the link "*cancel*" next to the specific training event.

To cancel **your worker's** registration online: select "*Supervisor Resources*," select "*Employee Training Schedule*," select the month of the training, click on the link of your "*employee name*" and then click on the link "*cancel*" next to the specific training event.

What if I am techno phobic or hate change?

You can still do things the old way by using the printed version of the Division's training catalogue and faxing or mailing in your registration application form to the registrar for the course you want to attend. However, in the future all registration applications will need to be submitted online.

TRAINING GUIDELINES AND POLICIES FOR AN EFFECTIVE LEARNING EXPERIENCE

The N.C. DSS Family Support and Child Welfare Services Statewide Training Partnership would like to welcome you to training. While in training, we hope your experiences will be enriching and will provide you with knowledge and skills that you can use in your work with families. **Please review the following policies prior to attending training.** These policies include expectations about arrival times, emergency absences, and requirements for receiving a certificate of completion. To enhance your training experience, these policies and guidelines will present strategies that both you and your supervisor can incorporate before, during, and after the classroom training occurs.

BEFORE

- All participants should pre-register for all training events according to the registration guidelines outlined in the training calendar.
- **If you know in advance that you will need to miss any days, please register for a class that is more convenient for your schedule.**
- If you are unable to attend training, please cancel in advance so that we may serve other participants on the waiting list.
- Prior to training, discuss with your supervisor: caseload coverage in your absence, your expectations of the course, beginning and ending times of training, county compensatory time policy, and agency dress code while attending training.
- Bring your confirmation letter, any supplies requested and directions to the training center to assist in your arrival prior to 9:00 a.m.
- Participants enrolled in online courses must make sure their computer meets the following requirements:
 - **Broadband Internet access**
 - **Internet Explorer Web browser** (version 6.0 or higher); Firefox or Mozilla will also work.
 - **Adobe Flash Player** (version 9 or higher) must be installed on your computer as a plug-in to the Web browser. A free Flash player is available at <http://www.adobe.com/>.
 - **Speakers and/or a headset** are needed to listen to the audio that goes with the course screens. If you are using a public computer lab or sharing an office, we recommend that you use a headset to avoid disturbing others.
 - A **mic or mic/headset combo** to participate in live sessions of online courses
 - **Java Web Start (version 1.4)** must be installed on your computer to access the live online session of the Blended Learning *Child Welfare in North Carolina: Pre-Service Training*. (note: this software is not needed for accessing the online course *Child Development in Families at Risk*)

DURING

- **Participants must be present the first day of training and will need to be prepared to remain for all training days. If the first day of training is missed, the participant will not be allowed into the class and will be asked to register for another training event. Training will not conclude early.**

**TRAINING GUIDELINES AND POLICIES FOR AN
EFFECTIVE LEARNING EXPERIENCE
(continued)**

- Participants can enhance the effectiveness of training by:
 - Participating in activities and group discussions.
 - Sharing your knowledge and experiences with others.
 - Refraining from side conversations as this often disrupts the learning of others.
 - Adhering to the group norms developed by the group.
 - Turning cellular phones and beepers off or to the silent mode during classroom time.
 - Returning from breaks and lunch on time.
- Participants will need to complete a community college registration form on the first day of training.
- Complete class assignments that may occur outside of the classroom as this enhances group discussions and the sharing of different perspectives on a particular topic.
- **Attend the entire length of training** which will result in a certificate of completion from NCDSS and continuing education credits from the community college
- **If you have to leave early or arrive late due to an emergency, please speak to the trainer to arrange a time to make up missed material.** Until the material is made up, you will receive an incomplete, and an “incomplete” letter will be sent to your supervisor informing them of your status.
- Supervisory attempts need to be made to avoid interrupting your employee’s training. Frequent phone calls to your worker are often distracting, decreasing the individual’s concentration.

AFTER

- As your feedback is very important to the Staff Development Team, please complete the evaluation form, in its entirety, at the conclusion of the training. Evaluations are used to determine the effectiveness of the training center, staff, curriculum and competence of trainers.
- Upon return to the agency, discuss acquired information with your supervisor and co-workers to enhance your retention of the material.
- Apply new knowledge and skills learned, shortly following your return to the agency as this will enhance your retention of knowledge and will begin to build your social work skills.
- Upon your return to the agency, if you should have any questions about the training you attended, please feel free to contact the trainer(s) for the specific course you attended to clarify any information or questions.

Thank you for your assistance in making each training event a positive experience.

Family Support and Child Welfare Services Statewide Training Partnership

Registration Application Form (Forms faxed or mailed prior to the date registration opens will NOT be considered)

To ensure this form is submitted to the appropriate registrar please refer to the training catalog (www.ncswLearn.org)
Revised Sept. 2007

Training event you are registering for: _____
 Date(s) of Training Event: _____
 Location of Training Event: _____
 If you are making up a missed training day, which day are you making up? _____
 If you have registered for a training event under a different name, what is that name? _____

First Name **MI** **Last Name**

Ms. Mr. Mrs. Dr. _____

"Goes By" Name

Gender
 Female Male

Race (Optional)
 American Indian Asian/Pacific Islander Black Latino Mixed Race White

Home Phone (please include area code)
 _____ - _____ - _____

Cellular Phone (please include area code)
 _____ - _____ - _____

Work Phone & Extension (please include area code)
 _____ - _____ - _____ - _____

Fax Number (please include area code)
 _____ - _____ - _____

Your Work Email Address

Agency Name

Mailing Address (PO Box, Drawer #, or Street Name and Suite #)

City _____ **State** _____ **Zip Code** _____ - _____

County

Ms. Mr. Mrs. Dr. _____

Supervisor's Full Name **Supervisor's Phone (please include area code)**

_____ - _____ - _____

Supervisor's Email Address

<p>1 Highest Degree</p> <p><input type="checkbox"/> HS <input type="checkbox"/> Masters <input type="checkbox"/> Associate <input type="checkbox"/> Doctorate <input type="checkbox"/> Bachelor</p> <p>Highest Social Work Degree</p> <p><input type="checkbox"/> BSW/BSSW <input type="checkbox"/> MSW/MSSW <input type="checkbox"/> PhD/DSW <input type="checkbox"/> Not Applicable</p>	<p>2 Employment Type</p> <p><input type="checkbox"/> County DSS - Permanent <input type="checkbox"/> County DSS - Temporary <input type="checkbox"/> County Non-DSS <input type="checkbox"/> Federal Agencies <input type="checkbox"/> State Agency/Public University <input type="checkbox"/> Private University/College <input type="checkbox"/> Private Agency/Business <input type="checkbox"/> Not Applicable</p>	<p>3 Work Type</p> <p><input type="checkbox"/> Direct Client Service <input type="checkbox"/> Line Supervisor <input type="checkbox"/> Trainer/Staff Development <input type="checkbox"/> Program Manager <input type="checkbox"/> Program/Admin.Support <input type="checkbox"/> Director <input type="checkbox"/> Student <input type="checkbox"/> Student Intern <input type="checkbox"/> Other <input type="checkbox"/> Not Applicable</p>	<p>4 Service Type (check only one)</p> <p><input type="checkbox"/> Adult Services <input type="checkbox"/> Child Welfare Services <input type="checkbox"/> Work First Services <input type="checkbox"/> Other Services</p>
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5 Program and Date Responsibilities Assumed (mm/yy)
 Complete this box if you are a **County DSS Line Supervisor** or **Direct Client Contact Worker**
 (Check all that apply CURRENTLY)

<input type="checkbox"/> Adoption (____/____)	<input type="checkbox"/> Family Preservation (____/____)
<input type="checkbox"/> CPS In Home Services (____/____)	<input type="checkbox"/> Family Support (____/____)
<input type="checkbox"/> Child Placement (____/____)	<input type="checkbox"/> Foster Care Licensing (____/____)
<input type="checkbox"/> CPS Assessments (____/____)	<input type="checkbox"/> Independent Living (____/____)
<input type="checkbox"/> CPS Intake (____/____)	<input type="checkbox"/> Work First Case Worker (____/____)
<input type="checkbox"/> CPS Occasional On Call (____/____)	<input type="checkbox"/> Work First Social Worker (____/____)
<input type="checkbox"/> Family Meetings Facilitator (____/____)	<input type="checkbox"/> Other _____ (____/____)

6 Other Roles
 Complete this box if you are **NOT** a county DSS worker

Guardian ad Litem
 Family Preservation (Private)
 Family Res.Ctr/Family Support
 Foster Care Child/Adolescent
 Foster Care/Adoptive Parent
 Health
 Juvenile Justice
 IFPS (Private)
 Mental Health
 Private Res.Care Agency
 Private Foster Care/Adopt.Agency
 Other _____

7 Have you ever been a student in the Child Welfare Education Collaborative Program? Yes No
 Are you a Private Agency employee providing Child Welfare services under contract with a County DSS? Yes No

Children's Services Statewide Training Partnership Application for Admission to MAPP-GPS Training

We have received your registration form for MAPP-GPS. Because this is a certification program, we must have some additional information in order to complete the registration process. Please provide the following information and fax the form back to Clarence Lamb at (919) 334-1178. If you have questions, you may phone Mr. Lamb at (919) 334-1173.

Name _____

Agency _____

Phone _____ Fax _____

Location and Dates of Training Event _____

	Yes	No
Are you a foster or adoptive parent?	<input type="radio"/>	<input type="radio"/>
Are you an employee of a child-placing agency licensed by NCDSS?	<input type="radio"/>	<input type="radio"/>
Are you an employee of a Family Resource Center?	<input type="radio"/>	<input type="radio"/>
Are you an employee of a temporary agency?	<input type="radio"/>	<input type="radio"/>
Will you be co-leading a MAPP/GPS parent group?	<input type="radio"/>	<input type="radio"/>

Circle highest degree completed

High School Associate Bachelor Master Doctorate

Field of Study _____

Years of experience working directly with children in foster care _____

For foster/adoptive parents:

If you are a foster or adoptive parent who will partner with a county DSS, Area Mental Health Program, or private child-placing agency to provide MAPP-GPS training, please attach a letter from your agency verifying that you will be partnering with agency staff to provide the training to prospective foster and adoptive parents.

For persons (including temporary agency staff) contracted to provide MAPP-GPS training for a county DSS, Area Mental Health Program, or private child-placing agency:

Please attach verification that you will be providing this training to prospective foster and adoptive parents. Verification can include a signed contract, an MOU, or a letter from the contracting agency.

CHILD WELFARE IN NORTH CAROLINA
Pre-Service Curriculum for New Workers and Supervisors
Blended Learning (Classroom & Online) Course
(100 Series)

Child Welfare in North Carolina is a four-week competency based **pre-service** curriculum that is designed to provide social workers and supervisors with an overview of the child welfare system. Participants will attend 11 classroom days of training and the equivalent of one classroom day completed online:

- Week 1 – four classroom training days
- Week 2 – self-paced online component (4-6-hours) plus three classroom training days
- Week 3 – Experiential Learning Week at their own agency, continue online self-paced and live online components and transfer of learning activities
- Week 4 – four classroom training days

Online Components

One of the online components of this course is **self-paced** and should take no more than six hours to complete. Since Week Two involves only three classroom days, participants are encouraged to begin working on the self-paced online component during the other two days they are in the agency that week. While online, participants will learn the history of child welfare, federal and state laws which guide our practice, the structure of the child welfare system, information about worker safety, the role of the community in CPS, and the purpose and importance of case documentation. Participants will be expected to complete workbook entries and respond to discussion forum questions during the self-paced online component of the course. The deadline for completion of the self-paced online portion of the training will be the day before returning to the class for Week 4.

The second online component is a **live online** experience which will occur during Week 3: Experiential Learning Week. During the live online session participants will learn how to navigate the Division's website, how to locate and research information in the policy manual, and where to locate other pertinent policy and practice resources. A live online "tech check" preparation session is provided during this week to help prepare participants for participating in a live online session.

Computer Requirements for online components: The computer that the participant will use to access the online course must have the following settings:

- Broadband Internet access
- Internet Explorer Web browser (6.0 or higher)
- Adobe Flash Player (version 9 or higher) and Java Web Start (version 1.4) start installed in your workers' computer
- Speakers and/or headset for listening to the online portion of this course. Depending on where the staff member will be taking the online course (e.g. shared office, a public computer lab) a headset may be needed to avoid disturbing others
- A mic or mic/headset combo to participate fully in the live online section of this course

Staff members are encouraged to contact the Information Technology Services at their agency for assistance regarding these computer requirements.

The content covered in this blended learning course is the same as the original twelve day traditional classroom training format. At the conclusion of the training, social workers and supervisors will have knowledge that will allow them to begin to see children and families in their agency. New Child Welfare DSS staff must complete the three classroom weeks in sequence, though they may take the three weeks in different centers or at different times. **Completion of the online components, transfer of learning activities and classroom weeks of this course are required prior to participants receiving their certificate of completion.**

Prerequisite: There is no prerequisite for this course.

Week 1: Foundations of Child Welfare

Week 1 will provide participants with an overview of the mission, vision, and values of child welfare. Participants will be provided with an opportunity to evaluate their own value system and examine how one's own values impacts work with families. Topics discussed include: Family Centered Practice, North Carolina General Statutes related to child welfare, Multiple Response System strategies, System of Care principles, and indicators and risk factors to assist with the identification of child abuse, neglect and dependency. The week will conclude with a discussion regarding cultural awareness and interviewing strategies that build rapport with families. Participants will also be introduced to the content and process of the online portion of the course.

Week 2: Family Assessment

Week 2 begins with the family assessment and change process that addresses the day to day casework provided from Intake through Adoptions. Strategies for conducting and documenting functional assessments, safety and risk assessments, and family strengths and needs assessments are addressed. During this week, participants are provided the opportunity, through case examples, to apply information learned in the assessment process to make structured CPS assessment case decisions, including an initial case plan. Participants begin the self-paced online component of this course while in their agency on Monday and Tuesday of this week.

Week 3: Experiential Learning Week

Social workers and supervisors will return to their agencies and participate in activities to assist in the transfer of learning. Participants will be required to shadow other staff, observe interviews in different program areas, review agency records and participate in other activities.

- Participants are required to complete **six** out of ten transfer of learning activities, while they are in their agency during this week.
- Also during this week, participants continue to work on the self-paced online portion of this course and participate in the live online sessions.

Week 4: Family Change Process

Week 4 begins the change process for families. Participants will discover how the Structured Decision Making tools are connected with family case planning. The function of CPS In-Home Services (Case Planning and Management) is discussed as well as the philosophy and principles that underlie case planning with families. Participants will be provided with information regarding concurrent planning, objective writing, and completion of Family Services Agreements. Case examples introduced in week two will be utilized to provide

participants with the opportunity to apply knowledge. Other information addressed this week includes the placement process, the adoption process, and case closure.

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services, individuals or agencies contracting with a county DSS to provide child welfare services, and individuals completing a child welfare internship. Child welfare services are defined as CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Licensing, or Adoptions. (This does not include staff from private foster care/adoption agencies or private residential care agencies.) **Note:** **Staff must have an individual work email account so they can access the online portion. They will also need to be able to download software and have access to IT support.**

Recommended for: This course is mandatory for new staff that are responsible for child welfare job functions within a North Carolina County Department of Social Services prior to direct client contact or assuming supervisory responsibilities. This would include all new child welfare social workers and supervisors employed in a county DSS, individuals or agencies contracting for child welfare services with a county DSS and individuals completing a child welfare internship in a county DSS.

Given the content, design and application of this course, attendance by other social work/human services professionals would be inappropriate. This would include, but not limited to: social work staff whose primary job responsibility in a county DSS is in another work area other than child welfare (daycare, child support, adult services, Work First and others), private child caring agencies, family preservation, family support and other community human service agencies working with children.

Contact Hours: Completion of 11 classroom days of training, transfer of learning assignments, and the online components meet the required 72 hours of pre-service training.

Maximum Number of Participants: 22

Minimum Number of Participants: 1

Please see next two pages for training schedule.

**CHILD WELFARE IN NORTH CAROLINA
PRE-SERVICE CURRICULUM FOR NEW WORKERS AND SUPERVISORS
(continued)**

Dates of Training	Location	Registration Opens	Registration Closes	Register With
June 23-26, 2009 June 30-July 2, 2009 July 14-17, 2009	Fayetteville RTC	April 7, 2009	May 19, 2009	Amy Campbell
June 23-26, 2009 June 30-July 2, 2009 July 14-17, 2009	Greensboro RTC	April 7, 2009	May 19, 2009	Elaine Highsmith
June 29-July 2, 2009 July 7-9, 2009 July 20-23, 2009	Kinston RTC	March 13, 2009	May 25, 2009	Betty Williford
June 29-July 2, 2009 July 8-10, 2009 July 21-24, 2009	Asheville RTC	April 13, 2009	May 25, 2009	Betty Williford
July 6-9, 2009 July 14-16, 2009 July 27-30, 2009	Charlotte RTC	April 20, 2009	June 1, 2009	Bonnie English
August 4-7, 2009 August 12-14, 2009 August 25-28, 2009	Fayetteville RTC	May 19, 2009	June 30, 2009	Amy Campbell
August 4-7, 2009 August 12-14, 2009 August 25-28, 2009	Greensboro RTC	May 19, 2009	June 30, 2009	Elaine Highsmith
August 11-14, 2009 August 19-21, 2009 September 1-4, 2009	Asheville RTC	May 26, 2009	July 7, 2009	Amy Campbell
August 11-14, 2009 August 19-21, 2009 September 1-4, 2009	Kinston RTC	May 26, 2009	July 7, 2009	Betty Williford
August 18-21, 2009 August 26-28, 2009 September 8-11, 2009	Charlotte RTC	June 2, 2009	July 14, 2009	Bonnie English
September 15-18, 2009 September 23-25, 2009 October 6-9, 2009	Fayetteville RTC	June 30, 2009	August 11, 2009	Amy Campbell
September 15-18, 2009 September 23-25, 2009 October 6-9, 2009	Greensboro RTC	June 30, 2009	August 11, 2009	Elaine Highsmith
September 22-25, 2009 September 30-October 2, 2009 October 13-16, 2009	Kinston RTC	July 7, 2009	August 18, 2009	Betty Williford
September 22-25, 2009 September 30-October 2, 2009 October 13-16, 2009	Asheville RTC	July 7, 2009	August 18, 2009	Bonnie English
September 29-October 2, 2009 October 7-9, 2009 October 20-23, 2009	Charlotte RTC	July 14, 2009	August 25, 2009	Bonnie English

October 27-30, 2009 November 4-6, 2009 November 17-20, 2009	Greensboro RTC	August 11, 2009	September 22, 2009	Elaine Highsmith
October 27-30, 2009 November 4-6, 2009 November 17-20, 2009	Fayetteville RTC	August 11, 2009	September 22, 2009	Amy Campbell
November 3-6, 2009 November 18-20, 2009 December 1-4, 2009	Kinston RTC	August 18, 2009	September 29, 2009	Betty Williford
November 3-6, 2009 November 18-20, 2009 December 1-4, 2009	Asheville RTC	August 18, 2009	September 29, 2009	Elaine Highsmith
November 17-20, 2009 November 23-25, 2009 December 8-11, 2009	Charlotte RTC	September 1, 2009	October 13, 2009	Bonnie English
December 1-4, 2009 December 9-11, 2009 January 5-8, 2010	Greensboro RTC	September 15, 2009	October 27, 2009	Elaine Highsmith
December 1-4, 2009 December 9-11, 2009 January 5-8, 2010	Fayetteville RTC	September 15, 2009	October 27, 2009	Amy Campbell

**CHILD DEVELOPMENT IN FAMILIES AT RISK
ONLINE COURSE
(200 Series, Tier 1)**

The **Online Learning** course *Child Development in Families at Risk* contains the same content of the previously offered two-day classroom training and blended learning format. **(As of July 1, 2007, this training is only available online.)** The *Child Development in Families at Risk* online learning format was developed by the Family and Children's Resource Program, part of the Jordan Institute for Families at the UNC-Chapel Hill School of Social Work.

Course Requirements: Participants must complete the following course requirements in order to receive a certificate of completion:

- ✓ Meet the computer requirements listed below. **Note: For you to participate in the live online sessions you must have a microphone for your computer;**
- ✓ Attend the 1.0 hour "Sound and System Check" live online session. **Note:** We recommend that your Information Technology (IT) person is present, available, or has checked your equipment prior to this session; to test your microphone/headset ahead of time **please visit <http://breeze.unc.edu/r45248850/>;**
- ✓ Attend the 2.5 hour "Foundation" live online session of the course; and
- ✓ Complete the "Self-paced" online session of the course (you have approximately one month to complete 8-10 hours total participation), which includes in the following order, complete all of the online learning modules, watch all of the videos when prompted, and respond appropriately to all three Discussion Forum questions when prompted in the modules, and finally take the Knowledge Assessment

Note: The course includes a workbook that participants will need to download via ncswLearn.org prior to beginning the course:

(a) **"SOUND AND SYSTEM CHECK" LIVE ONLINE SESSION:** A required one-hour "sound and system check" session will introduce participants to the live online learning experience several days before the "Foundation" session. This session will confirm that participants will be able to access and participate in the "Foundation" session, to get any technical questions answered, and to practice using their microphones. We recommend that your Information Technology (IT) person is present, available, or has checked your equipment prior to this session.

(b) **"FOUNDATION" LIVE ONLINE SESSION:** A two and a half hour "foundation" online session will be presented in a live online format. Foundation information about temperament, parenting styles and positive attachment will be presented. Participants will apply new information to a case study. The presenter will also give an overview of the "self-paced" online session of the course which follows the Foundation session. Participants will have opportunities throughout the training to receive learner support i.e. access to a course facilitator through online office hours, tips for effectively completing an online training, and help if they need it.

(c) **"SELF-PACED" ONLINE SESSION:** At the completion of the live online sessions, participants will have approximately one month to complete the self-paced online session of the course (about 8-10 hours of online work), which focuses in more detail on foundation information in child development theory and practice; and normal developmental milestones for infants and preschool-age children, school-age children, and adolescents. It will also cover the effects of abuse, neglect, and trauma on the development of children. New research in the areas of brain development, and resiliency will be explored. Actual case studies will be used to practice developmental assessments,

CHILD DEVELOPMENT IN FAMILIES AT RISK
ONLINE COURSE
(200 Series, Tier 1)
(continued)

family-centered practice, and case planning. Participants will be required to interact with other participants through the online Discussion Forum.

It is expected that participants must take the online learning modules prior to posting to the Discussion Forum topics and that the postings will reflect and synthesize their learning experience from those modules. The discussion forum is a place for participants to demonstrate what they have learned from this course and how they are going to use what was learned in their future practice. Participants will then complete a knowledge assessment online to assess their learning. At the conclusion of this self-paced portion of the course, participants will receive their certificate of completion in the mail.

Computer Requirements:

- ✓ A unique e-mail address (used only by the worker);
- ✓ Computers **must** have:
 - ***A mic or mic/headset combo to participate in the live online sessions of this course.***
 - External speaker or headset for listening to the online course—to avoid disturbing others;
 - Broadband Internet access;
 - Internet Explorer 6.0 Web browser or higher (recommended), Firefox or Mozilla will also work; and
 - Adobe Flash Player (version 9 or higher) must be installed on your computer as a plug-in to the Web browser (for video and audio capability).

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training based on date of employment and functional responsibilities (for NCDSS Child Welfare Staff).

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. (This does not include staff from private foster care/adoption agencies or private residential care agencies.)

Recommended for: This course is mandatory for all child welfare staff employed in a county DSS within the first year of employment. Therefore, it is recommended for employees with **less** than one year of child welfare experience.

Contact Hours: 12 hours. This training can be credited toward the required 18/39 hours of additional training within the first year of employment or the 24-hour continuing education requirement.

Maximum Number of Participants: 26

Minimum Number of Participants: 6

Please see next page for training schedule

**CHILD DEVELOPMENT IN FAMILIES AT RISK
ONLINE COURSE
(200 Series, Tier 1)
(continued)**

(a) "Sound and System Check" Live Online Session	(b) "Foundation" Live Online Session	(c) "Self-Paced" Online Session	Registration Opens	Registration Closes	Register With
Jul 7, 2009	Jul 8, 2009	Jul 8 – Aug 5, 2009	Apr 22, 2009	Jun 2, 2009	Judy Prophet Jordan Institute for Families Phone: (704) 545-9512 Fax: (704) 573-4802
Jul 15, 2009	Jul 16, 2009	Jul 16 – Aug 13, 2009	Apr 29, 2009	Jun 10, 2009	
Aug 12, 2009	Aug 13, 2009	Aug 13 – Sep 10, 2009	May 27, 2009	Jul 8, 2009	
Sep 1, 2009	Sep 2, 2009	Sep 2 – Sep 30, 2009	Jun 16, 2009	Jul 28, 2009	
Oct 7, 2009	Oct 8, 2009	Oct 8 – Nov 5, 2009	Jul 22, 2009	Sep 2, 2009	
Oct 28, 2009	Oct 29, 2009	Oct 29 – Nov 30, 2009	Aug 12, 2009	Sep 23, 2009	
Nov 5, 2009	Nov 6, 2009	Nov 6 – Dec 7, 2009	Aug 20, 2009	Oct 1, 2009	
Nov 17, 2009	Nov 18, 2009	Nov 18 – Dec 16, 2009	Sep 1, 2009	Oct 13, 2009	

**EFFECTS OF SEPARATION AND LOSS ON ATTACHMENT
(300 Series)**

Effects of Separation and Loss on Attachment is a two-day **foundation** curriculum. Participants who attend this training will leave with an understanding of the attachment process between children and their caregivers, outcomes of secure and insecure attachments, the impact of loss and grief on child development, and specific practice skills for forming and enhancing attachments (between the child and his/her birth parents and/or foster parents and/or adoptive parents.) *Effects of Separation and Loss on Attachment* was developed by Family and Children's Resource Program, part of the Jordan Institute for Families at the UNC-Chapel Hill School of Social Work.

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training based on date of employment and functional responsibilities (for NCDSS Child Welfare Staff).

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. (This does not include staff from private foster care/adoption agencies or private residential care agencies.)

Recommended for: This course is mandatory for all child welfare staff employed in a county DSS within the first year of employment. Therefore, it is recommended for employees with **less** than one year of child welfare experience.

Contact Hours: 12 hours. This training can be credited toward the 18/39 hours of additional training within the first year or the 24-hour continuing education requirement for those grandfathered into the training requirements.

Maximum Number of Participants: 26

Minimum Number of Participants: 6

Dates of Training	Location	Registration Opens	Registration Closes	Register With
July 7-8, 2009	Charlotte (RTC)	April 21, 2009	June 2, 2009	Judy Prophet Jordan Institute for Families Phone: (704) 545-9512 Fax: (704) 573-4802
September 14-15, 2009	Asheville (RTC)	June 29, 2009	August 10, 2009	
October 15, 16- 2009	Greensboro (RTC)	July 30, 2009	September 10, 2009	
November 9-10, 2009	Fayetteville (RTC)	August 24, 2009	October 5, 2009	

**LEGAL ASPECTS OF CHILD WELFARE IN NORTH CAROLINA
(200 Series, Tier 1)**

Legal Aspects of Child Welfare in NC is a two-day **foundation** curriculum designed to provide Child Welfare Services Staff with legal information that will help them understand the role of the juvenile court in protecting abused, neglected, and dependent children as well as the need to respect parents' rights through use of family centered practice techniques. *Legal Aspects of Child Welfare in NC* was originally developed by the Partnership for Human Services at East Carolina University School of Social Work and Criminal Justice Program. This curriculum is updated with statutory changes and other developments in the law at least annually by the N.C. Division of Social Services.

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training required based upon date of employment and functional responsibilities (For NCDSS Child Welfare Staff).

Contact Hours: 12 contact hours. This training can be credited toward the required 18/39 hours of additional training within the first year or the 24 hour continuing education requirement.

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. This course is also open to adoption staff of private adoption agencies

Recommended for: This course is mandatory for all child welfare staff employed in a county DSS within the first year of employment. Therefore, it is recommended for employees with less than one year of child welfare experience.

Maximum Number of Participants: 50

Minimum Number of Participants: 6

Dates of Training	Location	Registration Opens	Registration Closes	Register With
July 13-14, 2009	Smithfield	April 27, 2009	June 8, 2009	Clarence Lamb NC Division of Social Services Phone: (919) 334-1178 Fax: (919) 334-1173
August 11-12, 2009	Gaston	May 26, 2009	July 7, 2009	
September 14-15, 2009	Fayetteville RTC	June 29, 2009	August 10, 2009	
October 19-20, 2009	Haywood	August 3, 2009	September 14, 2009	
November 16-17, 2009	Wilmington	August 31, 2009	October 12, 2009	
December 17-18, 2009	Boone	October 1, 2009	November 12, 2009	

**MEDICAL ASPECTS OF CHILD ABUSE AND NEGLECT FOR
NON-MEDICAL PROFESSIONALS
(200 Series, Tier 1)**

Medical Aspects Of Child Abuse And Neglect For Non-Medical Professionals is a two day **foundation** curriculum designed to help social workers secure medical examinations in a timely fashion, understand, interpret, and communicate with medical professionals regarding those examinations, and help families understand follow-up care instructions for their children. *Medical Aspects* was developed by the UNC-CH Child Medical Evaluation Program.

Prerequisite: *Child Welfare in North Carolina* or other pre-service training required based upon date of employment and functional responsibilities (For NCDSS Child Welfare Staff).

Contact Hours: 12 contact hours. This training meets the required 18/39 hours of additional training within the first year or the 24 hour continuing education requirement.

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. (This does not include staff from private foster care/adoption agencies or private residential care agencies.)

Recommended for: This course is mandatory for all child welfare staff employed in a county DSS within the first year of employment. Therefore, it is recommended for employees with less than one year of child welfare experience.

Maximum Number of Participants: 50

Minimum Number of Participants: 6

Dates of Training	Location	Registration Opens	Registration Closes	Register With
July 15-16, 2009	Cumberland DSS	April 27, 2009	June 8, 2009	Clarence Lamb NC Division of Social Services Phone: (919) 334-1178 Fax: (919) 334-1173
August 17-18, 2009	Johnston DSS	June 8, 2009	July 20, 2009	
September 22-23, 2009	Greensboro RTC	July 7, 2009	August 18, 2009	
October 13-14, 2009	Asheville RTC	July 28, 2009	September 8, 2009	
TBA	Greenville			
TBA	Charlotte			
TBA	Winston-Salem			
TBA	Charlotte			

**STEP BY STEP: AN INTRODUCTION TO CHILD
AND FAMILY TEAMS
(200 Series, Tier 1)
(continued)**

Step by Step: An Introduction to Child and Family Teams is a two-day interactive orientation and practice training focused on the use of child and family teams as part of service delivery within the North Carolina Multiple Response System. *Step by Step* replaces the *Setting the Stage* and *Caution: Family Meeting Ahead!*, and will serve as the prerequisite event for all other child and family team training events.

With a fun, new and easy to understand format, participants will learn the philosophies and benefits of convening meetings that include family, extended family, friends, service providers, and community members in order to make plans and decisions that promote child and family safety and well-being. Using a variety of lively materials and exercises, participants will learn the definition, structure, and process of a child and family team, how it can be used, when you should have one, and what their role will be as a participant in the meetings.

Participants will also have beginning practice opportunities around preparation within various roles and the chance to see elements of the Child and Family Team in action. Attention will be given to a unique approach to understanding family culture and honoring that in the child and family team, the role of preparation by social workers and other roles, the distinction between participant and facilitator roles, and participant responsibilities at child and family teams. This course was developed by the Center for Family and Community Engagement at North Carolina State University, part of the North Carolina State University College of Humanities and Social Sciences.

Prerequisite: None.

Open to: Child Welfare and Work First social workers and supervisors, other county DSS staff, and staff from other agencies in the community who will be participating in DSS Child and Family Teams.

Recommended for: This course is now mandatory for all child welfare social workers and child welfare supervisors. This curriculum is also targeted to Work First workers, facilitators, and community providers involved in child and family team meetings for DSS.

Contact Hours: 12 contact hours.

Maximum Number of Participants: 24

Minimum Number of Participants: 10

SEE NEXT PAGE FOR EVENTS AND LOCATIONS

**STEP BY STEP: AN INTRODUCTION TO CHILD
AND FAMILY TEAMS
(continued)**

Dates of Training	Location	Registration Opens	Registration Closes	Register With
July 7-8, 2009	Pitt County	April 21, 2009	June 2, 2009	Ashley Duncan NCSU-Family Centered Meetings Project Phone: (919) 513-0488 Fax: (919) 513-7980
July 14-15, 2009	Franklin County	April 28, 2009	June 9, 2009	
July 27-28, 2009	Catawba County	May 11, 2009	June 22, 2009	
August 5-6, 2009	Lenoir County	May 20, 2009	July 1, 2009	
August 19-20, 2009	Wayne County	June 3, 2009	July 15, 2009	
August 26-27, 2009	Bladen County	June 10, 2009	July 22, 2009	
September 9-10, 2009	Beaufort County	June 24, 2009	August 5, 2009	
September 15-16, 2009	Moore County	June 30, 2009	August 11, 2009	
September 22-23, 2009	Gaston County	July 7, 2009	August 18, 2009	
October 6-7, 2009	Craven County	July 21, 2009	September 1, 2009	
October 13-14, 2009	Randolph County	July 28, 2009	September 8, 2009	
October 21-22, 2009	Burke County	August 5, 2009	September 16, 2009	
October 27-28, 2009	Johnston County	August 11, 2009	September 22, 2009	
November 4-5, 2009	Cleveland County	August 19, 2009	September 30, 2009	
November 12-13, 2009	Wake County	August 27, 2009	October 8, 2009	
November 18-19, 2009	Greene County	September 2, 2009	October 14, 2009	
December 2-3, 2009	Mecklenburg County	September 16, 2009	October 28, 2009	
December 9-10, 2009	Sampson County	September 23, 2009	November 4, 2009	
December 15-16, 2009	Forsyth County	September 29, 2009	November 10, 2009	

**ADOPTIONS IN CHILD WELFARE SERVICES
(200 Series, Tier 2)**

Adoptions in Child Welfare Services is a four day specialized curriculum focusing on children awaiting adoptive placement and families who are involved in the adoption process. Topics covered in this curriculum include: the policies, laws, and values that support a strengths based, family centered approach to working with families and children in the adoption process; the importance of gathering accurate assessment information about the child's strengths and needs and the prospective adoptive family's strengths, and accurate and detailed medical and social information from birth families; the skills necessary to prepare the child and family for the adoption experience, the need for post placement and post adoption supports for the family to increase permanence and a review of the forms used in the adoption process. *Adoptions in Child Welfare Services* was developed by NC Family and Children's Resource Program, part of the Jordan Institute for Families at the UNC-Chapel Hill School of Social Work and revised by the North Carolina Division of Social Services.

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training based on date of employment and functional responsibilities (For NCDSS Child Welfare Staff).

Contact Hours: 24 contact hours. This training can be credited toward the required 18/39 hours of additional training within the first year or the 24 hour continuing education requirement.

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. This course is also open to adoption staff of private adoption agencies.

Recommended for: This course is mandatory for child welfare social workers who will be performing adoption functions within the first year of assuming those responsibilities. Therefore, the course is recommended for child welfare or private adoption agency staff with less than one year of experience who are working with children awaiting adoptive placement and families who are interested in adopting children.

Maximum Number of Participants: 26

Minimum Number of Participants: 1

Dates of Training	Location	Registration Opens	Registration Closes	Register With
August 4-7, 2009	Charlotte	May 19, 2009	June 30, 2009	Bonnie English
October 20-23, 2009	Fayetteville	August 4, 2009	September 15, 2009	Amy Campbell

**ANCHORS AWAY! HOW TO NAVIGATE CHILD AND FAMILY TEAMS:
THE ROLE OF THE FACILITATOR
(200 Series, Tier 2)**

This four-day learning event is an intensive skills building opportunity for those who will be facilitating child and family teams as part of the MRS initiative. Participants will learn how to effectively facilitate family meetings by first understanding how this role is different than traditional social worker roles and conducting their own self-assessment of their inherent facilitation skills. Strategies will be presented for partnering with the case-carrying social worker, creating an environment of physical and emotional safety, encouraging effective communication amongst meeting participants, managing conflict and denial, and working with children at the meetings. We will explore the various features of child and family teams and how to use these features according to the family's culture and situation. The highlight of the training is a "mock" meeting in which participants will be able to experience the process themselves. This is a fun, engaging, and provocative skills-building experience, and full attendance for all four days is required. Participants will leave this training with a personal action plan that will include opportunities for ongoing learning. *Anchors Away! How to Navigate Child and Family Teams: The Role of the Facilitator* was developed by the Center for Family and Community Engagement at North Carolina State University, part of the North Carolina State University College of Humanities and Social Sciences.

Prerequisite: *Step by Step: An Introduction to Child and Family Teams*

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. (This does not include staff from private foster care/adoption agencies or private residential care agencies.) This course is also open to individuals or agencies contracting to provide facilitation services for the County DSS.

Recommended for: This course is mandatory for anyone facilitating Child and Family Team meetings in high and intensive risk cases and recommended for anyone who facilitates Shared Parenting Meetings and other forms of family meetings.

Contact Hours: 24 contact hours.

Maximum Number of Participants: 20

Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
August 10-11, 2009 December 18-19, 2009	Henderson County	May 25, 2009	July 6, 2009	Ashley Duncan NCSU-Family Centered Meetings Project Phone: (919) 513-0488 Fax: (919) 513-7980
September 14-15, 2009 September 21-22, 2009	Washington County	June 29, 2009	August 10, 2009	
November 12-13, 2009 November 18-19, 2009	Scotland County	August 27, 2009	October 8, 2009	
December 1-2, 2009 December 7-8, 2009	Wilson County	September 15, 2009	October 29, 2009	

**CPS ASSESSMENTS IN CHILD WELFARE SERVICES
(200 Series, Tier 2)**

CPS Assessments in Child Welfare Services is a four-day **specialized** curriculum that provides participants with knowledge and skills necessary to complete both tracks of a CPS assessment (the Family Assessment track and the Investigative Assessment track) when families have been referred for possible child abuse, neglect or dependency. This training provides instruction and skills practice with a family-centered and culturally competent approach to conducting all CPS assessments. The curriculum follows the logical progression of the CPS process from case initialization to after the case decision and/or child placement. Training topics include: CPS assessment policy found in Chapter VIII, Section 1408; How to have a conversation for change using strengths-based and solution-focused interviewing skills with parents, children, and collaterals; recommended formats for initial and follow-up home visits; structured decision-making tools; frontloading services; switching tracks; cultural competency; and case documentation. *CPS Assessments in Child Welfare Services* provides in-depth, skill-based training for new workers and offers a variety of tools for more experienced workers.

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training based on date of employment and functional responsibilities (for NCDSS Child Welfare Staff). For NCDSS Staff serving occasional on-call duties, no prerequisite is needed.

Contact Hours: 24 hours. This training can be credited toward the required 18/39 hours of additional training within the first year or the 24 hour continuing education requirement.

Open To: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. (This does not include staff from private foster care/adoption agencies or private residential care agencies.)

Recommended For: This course is mandatory for child welfare social workers employed in a County DSS who will be performing CPS assessment functions within the first year of assuming those responsibilities. Therefore, the course is recommended for child welfare or occasional on-call workers with less than one year of experience. More experienced workers who would like to practice their interviewing skills are welcome to attend if space allows.

Maximum Number of Participants: 26
Minimum Number of Participants: 1

Dates of Training	Location	Registration Opens	Registration Closes	Register With
July 27-30, 2009	Kinston (RTC)	May 11, 2009	June 22, 2009	Betty Williford
September 1-4, 2009	Charlotte (RTC)	June 16, 2009	July 28, 2009	Bonnie English
September 8-11, 2009	Greensboro (RTC)	June 23, 2009	August 4, 2009	Elaine Highsmith
October 20-23, 2009	Charlotte (RTC)	August 4, 2009	September 15, 2009	Elaine Highsmith
October 26-29, 2009	Asheville (RTC)	August 10, 2009	September 21, 2009	Bonnie English
December 8-11, 2009	Fayetteville (RTC)	September 22, 2009	November 3, 2009	Amy Campbell

**CPS IN-HOME
CHILD WELFARE SERVICES
(200 Series, Tier 2)**

CPS In-Home Child Welfare Services (formerly Case Planning and Management) is a four-day **specialized** curriculum focusing on the skills, beliefs and competencies that are necessary to achieve successful outcomes with families and children. This training is interactive and includes numerous opportunities for skill practice. Topics covered include the role of the case manager, relationships as a foundation for practice, identifying and building on strengths, family centered casework, meeting with resistance, the case planning process and services provision, reassessment decision-making tools, family group decision-making, monitoring the case, case closure/transition, and case documentation.

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training based on date of employment and functional responsibilities (For NCDSS Child Welfare Staff).

Contact Hours: 24 contact hours. This training meets the required 18/39 hours of additional training.

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. (This does not include staff from private foster care/adoption agencies or private residential care agencies.)

Recommended for: This course is mandatory for child welfare social workers who will be performing CPS In-Home Services functions in a County DSS within the first year of assuming those responsibilities. Therefore, the course is recommended for child welfare workers with less than one year of experience. This course is also required of vendors who contract to offer CPS In-Home Services for a county Department of Social Services. **(Workers who have completed the Case Planning and Management course have met this training requirement.)**

Maximum Number of Participants: 26

Minimum Number of Participants: 1

Dates of Training	Location	Registration Opens	Registration Closes	Register With
July 6-9, 2009	Kinston (RTC)	April 20, 2009	June 1, 2009	Betty Williford
August 25-28, 2009	Asheville (RTC)	June 9, 2009	July 21, 2009	Betty Williford
September 8-11, 2009	Greensboro (RTC)	June 23, 2009	June 4, 2009	Elaine Highsmith
October 13-16, 2009	Greensboro (RTC)	July 28, 2009	September 8, 2009	Elaine Highsmith
October 20-23, 2009	Fayetteville (RTC)	August 4, 2009	September 15, 2009	Amy Campbell
November 17-20, 2009	Charlotte (RTC)	September 1, 2009	October 13, 2009	Bonnie English

**FAMILY-CENTERED PRACTICE IN
FAMILY PRESERVATION PROGRAMS
(200 Series, Tier 2)**

Family-Centered Practice in Family Preservation Programs is a six day specialized curriculum designed for family preservation and other home-based services workers, which provides instruction in the skills necessary for a successful in-home intervention. This training was developed by Appalachian Family Innovations, Appalachian State University.

Prerequisite: None

Contact Hours: 36 contact hours.

Open to: This course is open to state and federally funded intensive and less intensive family preservation workers and supervisors.

Recommended for: This workshop is mandatory for all state and federally funded intensive and less intensive family preservation workers and supervisors.

Maximum Number of Participants: 35

Minimum Number of Participants: 1

Dates of Training	Location	Registration Opens	Registration Closes	Register With
September 14-16, 2009 September 21-23, 2009	Raleigh	June 29, 2009	August 10, 2009	Donna Walters–Pearson Appalachian Family Innovations Phone: (828) 433-7187 Fax: (828) 430-8762
November 30- December 2, 2009 December 7-9, 2009	Charlotte	September 14, 2009	October 26, 2009	

**FAMILY SUPPORT IN PRACTICE:
CONNECTING WITH FAMILIES
(200 Series, Tier 2)**

Family Support in Practice: Connecting with Families is a six-day **specialized** curriculum designed for family support and family resource center workers and provides instruction in the skills necessary for working successfully with families in center-based programs, in support groups, and through home visiting. The training is interactive and skill-based. This training was developed by Appalachian Family Innovations, Appalachian State University.

Prerequisite: None

Contact Hours: 36 contact hours.

Open to: State and federally funded Family Support and Family Resource Center workers and supervisors.

Recommended for: This workshop is mandatory for all state and federally funded Family Support and Family Resource Center workers and supervisors. It is recommended for individuals who provide Family Support services, employees or volunteers in Family Resource Centers, and supervisors and administrators of such programs.

Maximum Number of Participants: 35

Minimum Number of Participants: 1

Dates of Training	Location	Registration Opens	Registration Closes	Register With
July 7-9, 2009 July 14-16, 2009	Greensboro	April 21, 2009	June 2, 2009	Donna Walters-Pearson Appalachian Family Innovations Phone: (828) 433-7187 Fax: (828) 430-8762
October 20-22, 2009 October 27-29, 2009	Fayetteville	August 4, 2009	September 15, 2009	

**FOSTER FAMILY HOME LICENSING IN
CHILD WELFARE SERVICES
(200 Series, Tier 2)**

Foster Family Home Licensing in Child Welfare Services is a three-day **specialized** curriculum which covers the process of licensing foster parents for a county Department of Social Services and private licensing agencies. The curriculum topics will include NC licensing procedures, forms, and regulations, the roles of a licensing worker, the mutual home assessment process, the family assessment, MEPA, and skills for working with foster parents.

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training based on date of employment and functional responsibilities (For NCDSS Child Welfare Staff).

Contact Hours: 18 contact hours. This training can be credited toward the required 18/39 hours of additional training written the first year of the 24 hour continuing education requirement.

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. This course is also open to social work staff of therapeutic and private foster care agencies.

Recommended for: This course is mandatory for child welfare social workers who will be performing foster family home licensing functions in a County DSS within the first year of assuming those responsibilities. Therefore, the course is recommended for child welfare or private agency workers with less than one year of experience. This curriculum is also required of all vendors who contract to provide Foster Home Licensing responsibilities in a county Department of Social Services.

Maximum Number of Participants: 26

Minimum Number of Participants: 1

Dates of Training	Location	Registration Opens	Registration Closes	Register With
August 4-6, 2009	Kinston (RTC)	May 19, 2009	June 30, 2009	Betty Williford
October 12-14, 2009	Asheville (RTC)	July 27, 2009	September 7, 2009	Betty Williford

**INTAKE IN CHILD WELFARE SERVICES
(200 Series, Tier 2)**

Intake in Child Welfare Services is a three-day **specialized** curriculum focusing on providing both the knowledge base and the skills to prepare workers responsible for receiving reports of child maltreatment. This course will provide social work staff with knowledge and skill practice with the strengths-Based, Structured Intake process and instrument that became effective June 1, 2003 and the revised Intake instrument dated January 2007. The first of seven Multiple Response System (MRS) strategies, Strengths-Based, Structured Intake is a process that was designed to achieve greater consistency across workers/counties in information gathering and decision-making. The Strengths-Based, Structured Intake process also includes information on interviewing from a strengths-based perspective. Much of the learning will involve participant interaction and opportunities to practice with the intake process and form.

Prerequisite: Child Welfare in North Carolina or completion of other required pre-service training based on date of employment and functional responsibilities (For NCDSS Child Welfare Staff). For NCDSS staff serving occasional on-call duties, no prerequisite is needed.

Contact Hours: 18 contact hours. This training can be credited toward the required 18/39 hours of additional training within the first year or the 24 hour continuing education requirement.

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. (This does not include staff from private foster care/adoption agencies or private residential care agencies.)

Recommended for: This course is mandatory for child welfare social workers who will be performing intake functions in a County DSS within the first year of assuming those responsibilities. Therefore, the course is recommended for child welfare or occasional on-call workers with less than one year of experience.

Maximum Number of Participants: 26

Minimum Number of Participants: 1

Dates of Training	Location	Registration Opens	Registration Closes	Register With:
July 29-31, 2009	Fayetteville (RTC)	May 13, 2009	June 24, 2009	Amy Campbell
December 9-11, 2009	Asheville (RTC)	September 23, 2009	November 4, 2009	Elaine Highsmith

**PLACEMENT
IN CHILD WELFARE SERVICES
(200 Series, Tier 2)**

Placement in Child Welfare Services is a four-day specialized curriculum designed to help placement workers become more knowledgeable about their job. This curriculum provides participants with information about child placement philosophy, child and family preparation for placement, making appropriate placements, and gives opportunities for development through skills practice. It focuses on strategies to minimize trauma to the child, reunification and permanence, preserving family connections and forming collaborative partnerships between birth parents and substitute caregivers. Participants will use a case study to complete structured decision making tools and service agreements to make determinations for timely reunification and permanence.

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training based on date of employment and functional responsibilities (For NCDSS Child Welfare Staff).

Contact Hours: 24 contact hours. This training can be credited toward the required 18/39 hours of additional training within the first year or the 24 hour continuing education requirement.

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. (This does not include staff from private foster care/adoption agencies or private residential care agencies.)

Recommended for: This course is mandatory for child welfare social workers who will be performing child placement functions in a County DSS within the first year of assuming those responsibilities. Therefore, the course is recommended for child welfare workers with less than one year of experience who are responsible for removing children from their homes and placing children into foster care.

Maximum Number of Participants: 26

Minimum Number of Participants: 1

Dates of Training	Location	Registration Opens	Registration Closes	Register With
August 11-14, 2009	Greensboro (RTC)	May 26, 2009	July 7, 2009	Elaine Highsmith
October 27-30, 2009	Charlotte (RTC)	August 11, 2009	September 22, 2009	Bonnie English
December 8-11, 2009	Kinston (RTC)	September 22, 2009	November 3, 2009	Betty English

**THE ABC'S OF INCLUDING CHILDREN IN
CHILD AND FAMILY TEAMS
(300 Series)**

Although the primary function of child welfare services is the protection and care of children, all too often the children themselves are left out of the planning and decision-making that affects them. Working in partnership with children and families is a central philosophy of the North Carolina Multiple Response System. Therefore, it is not a question of WHETHER children should be involved in child and family teams, but rather a question of HOW. Using a wide range of activities and materials, this one-day skills-building event will help participants utilize strategies for preparing children for family meetings, making sure their voices are heard, and ensuring their safe participation. *The ABCs of Including Children in Child and Family Teams* was developed by the Center for Family and Community Engagement at North Carolina State University, part of the North Carolina State University College of Humanities and Social Sciences.

Prerequisite: Step by Step: An Introduction to Child and Family Teams

Open to: Child Welfare and Work First social workers and supervisors, other County DSS staff, as well as staff from other agencies in the community.

Recommended for: Child Welfare and Work First Social workers, facilitators, and community partners involved with child and family teams.

Contact Hours: 6 contact hours.

Maximum Number of Participants: 20

Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
July 16, 2009	Franklin County	April 28, 2009	June 9, 2009	Ashley Duncan NCSU-Family Centered Meetings Project Phone: (919) 513-0488 Fax: (919) 513-7980
October 15, 2009	Randolph County	July 30, 2009	September 10, 2009	

**ADULT MENTAL HEALTH ISSUES
WHICH IMPACT FAMILIES SERVED BY CHILD WELFARE
(300 Series – Online Course)**

Adult Mental Health Issues Which Impact Families Served by Child Welfare online contains the same content as the previously offered two-day classroom-based training. As of July 1, this training is only available online. This course has been developed by Family and Children's Resource Program, part of the Jordan Institute for Families at UNC-Chapel Hill School of Social Work.

Course Requirements: Participants must complete the following course requirements in this order to receive a certificate of completion:

- ✓ Attend the 2.0 hour "Foundation" live online session;
- ✓ Complete the "Self-paced" online session (approximately 6–8 hours); and
- ✓ Attend the 2.0 hour "Putting It into Practice" live online session

(a) **"FOUNDATION" LIVE ONLINE SESSION:** This two-hour "Foundation" session will describe how the normal brain functions and will address the stigma of mental illness.

(b) **"SELF-PACED" ONLINE SESSION:** Participants will have two weeks to complete this self-paced online session (about 6-8 hours of online work). This session contains four learning modules. Each module focuses in detail on the causes, symptoms, prognosis, and treatment of the mental illnesses that often affect a person's ability to parent: schizophrenia, depressions, bipolar disorder (manic-depression), and borderline personality disorder.

(c) **"PUTTING IT INTO PRACTICE" LIVE ONLINE SESSION:** This two-hour live online session will focus on the risks posed to children, to the person with the illness and to workers. It will cover the impact of a client's mental illness on permanency planning. Participants will have the opportunity to ask questions and discuss best practice. At the conclusion of this live online session, participants will receive their certificate of completion via e-mail.

Computer Requirements:

- ✓ A unique e-mail address (used only by the worker);
- ✓ Computers **must** have:
 - A mic or mic/headset combo to participate in the live online sessions of this course. **Note: For you to participate in the live online sessions you must have a microphone for your computer; We recommend that your Information Technology (IT) person is present, available, or has checked your equipment prior to the first live online session; to test your microphone/headset ahead of time please visit <http://breeze.unc.edu/r45248850/>;**
 - External speaker or headset for listening to the online course—to avoid disturbing others;
 - Broadband Internet access;
 - Internet Explorer 6.0 Web browser or higher (recommended), Firefox or Mozilla will also work; and
 - Adobe/Macromedia Flash Player (version 9 or higher) must be installed on your computer as a plug-into the Web browser (for video and audio capability).

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training based on date of employment and functional responsibilities (for NCDSS Child Welfare Staff).

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Care Licensing, or Adoptions or individuals or agencies contracting with a County DSS to provide any of the above services. (This does not include staff from private foster care/adoption agencies or private residential care agencies.)

Recommended for: Child Welfare supervisors and social workers employed in a county Department of Social Services

Contact Hours: 12 hours. This training can be credited toward the required 24 hours continuing education requirement.

Maximum Number of Participants: 26

Minimum Number of Participants: 6

(a) "Foundation" Live Online Session	(b) "Self-Paced" Online Session	(c) "Putting It into Practice" Live Online Session	Registration Opens	Registration Closes	Register With
Sep 30, 2009	Sep 30-Oct 14, 2009	Oct 15, 2009	Jul 15, 2009	Aug 26, 2009	Vilma Gimenez Jordan Institute for Families Phone: (919) 962-6545 Fax: (919) 962-3653
Oct 27, 2009	Oct 27-Nov 11, 2009	Nov 12, 2009	Aug 11, 2009	Sept 22, 2009	
Nov 19, 2009	Nov 19-Dec 8, 2009	Dec 9, 2009	Sep 3, 2009	Oct 15, 2009	

CHILD FORENSIC INTERVIEWING

(300 series)

Child Forensic Interviewing is a five-day specialized curriculum designed to provide a foundation in a legally defensible, developmentally appropriate interviewing of the alleged child victim in CPS Assessments of child abuse. The training is designed for child protective service workers and their immediate supervisors. Topics covered include the importance of safety, developing and maintaining rapport, appropriate questioning, and interviewing the avoidant child. The course will emphasize small group exercises and role-plays to practice a semi-structured interview approach. A major component of the course is the optional opportunity for each participant to receive direct, individual feedback on an actual interview after completion of the course. This curriculum was developed by the Program on Childhood Trauma and Maltreatment in the UNC-CH Department of Psychiatry.

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training based on date of employment and functional responsibilities.

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. (This does not include staff from private foster care/adoption agencies or private residential care agencies.)

Recommended for: This course is designed for supervisors and child welfare social workers who are involved in the CPS Assessments of reports of alleged maltreatment in children and adolescents. To maximize the benefit of the training, supervisors of the participating investigative workers are strongly encouraged to attend.

Contact Hours: 30 contact hours. After completion of the course, participants have the option of submitting a written transcript of an actual interview with a child for review by the trainers. Written, specific feedback on the interview, as well as the opportunity for a phone conference for more detailed discussion, will be provided. Submission of the written transcript is not a requirement for course credit.

Maximum Number of Participants: 26

Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
August 24-28, 2009	New Hanover DSS	June 8, 2009	July 29, 2009	Clarence Lamb NC Division of Social Services Phone: (919) 334-1178 Fax: (919) 334-1173
TBA	Greensboro RTC			

**CHILD WELFARE PRACTICES FOR CASES INVOLVING
DOMESTIC VIOLENCE
(300 Series)**

Child Welfare Practices for Cases Involving Domestic Violence is a two-day skills building training that covers the specific issues of assessment and intervention when domestic violence related child maltreatment has been identified.

The intent of this two day training is to link the Domestic Violence Policy to child welfare practices. It will answer the question “Now that we know the policy what do we do”? In this interactive training using simulations and other exercises, participants will have the opportunity to practice strategies to use with family members experiencing domestic violence.

Prerequisite: Child Welfare in North Carolina or the completion of other required pre-service training based on date of employment and functional responsibilities (for NCDSS Child Welfare staff).

Open to: Child Welfare social workers and supervisors employed in a County Department of Social Services.

Recommended for: Child Welfare social workers and supervisors employed in a County Department of Social Services.

Maximum Number of Participants: 26

Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
September 23-24, 2009	Asheville (RTC)	July 8, 2009	August 19, 2009	Bonnie English
November 30 – December 1, 2009	Greensboro (RTC)	September 14, 2009	October 26, 2009	Elaine Highsmith

**COACHING IN THE KITCHEN:
GUIDING PARENTS THROUGH TEACHABLE MOMENTS
(300 Series)**

Coaching in the Kitchen: Guiding Parents through Teachable Moments is a three-day advanced training that builds on pre-service training as well as *Child Development in Families at Risk*. This training will focus on helping social workers develop coaching skills in order to assist parents in the field with behaviors that are challenging throughout their child's development. Participants will explore a partnership-based model for coaching parents that uses guided self-discovery, family-centered language, and supportive coaching techniques. For each stage of child development, from pre-natal through adolescence, participants will (a) examine the roles of both parent and child, (b) identify typical behavioral challenges and tools for addressing those behaviors, (c) develop coaching strategies, (d) identify possible community supports, and (e) explore additional parenting resources for each stage. Actual case studies will be used to practice effective supportive coaching.

Prerequisites: *Child Welfare in North Carolina* (Pre-Service Training) and *Child Development in Families at Risk*.

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. This course is also open to staff from community based programs that focus on child abuse and neglect prevention, such as family support and family preservation services

Recommended for: This course is recommended for any child welfare worker who interacts with parents in supporting their ability to parent their children safely and effectively. It is especially recommended for new workers entering the field, workers without children, and workers with limited experience working directly with parents on parenting skill development.

Contact hours: 18 contact hours. This training can be credited toward the 24 hour continuing education component.

Maximum Number of Participants: 26

Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
August 18-20, 2009	Charlotte	June 2, 2009	July 14, 2009	Donna Walters– Pearson Appalachian Family Innovations Phone: (828) 433-7187 Fax (828) 430-8762
September 29 – October 1, 2009	Black Mountain	July 14, 2009	August 25, 2009	
November 16-18, 2009	Raleigh	August 31, 2009	October 12, 2009	

COLLABORATION: CHILD WELFARE AND THE COURTS WORKING TOGETHER (300 Series – Online Course)

Collaboration: Child Welfare and the Courts Working Together online course is a cross training opportunity for district court judges, county department of social services (DSS) directors, DSS attorneys who represent their agencies, and child welfare program managers and child welfare supervisors. It combines self-paced learning with a live online session. This course has been developed by Family and Children's Resource Program, part of the Jordan Institute for Families at UNC-Chapel Hill School of Social Work.

Course Requirements: Participants must complete the following course requirements in this order to receive a certificate of completion:

- ✓ Complete the "Self-paced" online session (approximately 6–8 hours), and
- ✓ Attend the 2.0 hour "North Carolina Strategies" live online session

(a) **"SELF-PACED" ONLINE SESSION:** Participants will have two weeks to complete this self-paced online session (about 6-8 hours of online work). This session contains five modules which address each element outlined in the federal Program Improvement Plan (PIP) regarding court improvement including:

- guiding federal legislation updates from CAPTA, AFSA, Indian CWA, Adoption and Safe Family Act and Interstate Compact on Placement of Children
- current policy and procedures of both the child welfare and court systems including timetables from report to adoption
- focus on effective collaboration between child welfare and the courts
- family-driven decision making tools such as Child and Family Team Meetings and Day One Conferences and how to use the recommendations by the family and professionals to best serve the child in the court process
- best strategies for collaboration such as model court reports, child welfare data sharing, local court rules, Memorandum of Understanding, use of the National Council of Juvenile and Family Court Judges Resources Guidelines, and Permanency Mediation

(b) **"NORTH CAROLINA STRATEGIES" LIVE ONLINE SESSION:** This two-hour live online session will host a panel consisting of North Carolina district court judge, a county DSS director, and a child welfare program manager or supervisor discussing what works and what needs improvement when implementing some of the best strategies for collaboration.

Technical Requirements:

- ✓ A unique e-mail address (used only by the participant);
- ✓ Access to a landline telephone to participate in the live online session;
- ✓ Computers **must** have:
 - External speaker or, to avoid disturbing others, a headset for listening to the self-paced online learning modules;
 - Broadband Internet access;
 - Internet Explorer 6.0 Web browser or higher (recommended), Firefox or Mozilla will also work; and
 - Adobe/Macromedia Flash Player (version 9 or higher) must be installed on your computer as a plug-in to the Web browser (for video and audio capability).

Prerequisite: none

Open to: This course is open to North Carolina district court judges, county DSS directors, DSS attorneys who represent their agencies, child welfare program managers and child welfare supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Care Licensing. (This does not include staff from private foster care/adoption agencies or private residential care agencies.) County DSS are welcome to invite and register county attorneys that represent their agency.

Recommended for: District court judges, county DSS directors, DSS attorneys who represent their agencies, and child welfare program managers and child welfare supervisors.

Contact Hours: 10 hours. At the conclusion of this live online session, participants will receive their certificate of completion via e-mail. **Note:** For child welfare supervisors, it can be credited toward the required 24 hours continuing education requirement.

Maximum Number of Participants: 30

Minimum Number of Participants: 6

(a) “Self-Paced” Online Session	(b) “NC Strategies” Live Online Session	Registration Opens	Registration Closes	Register With
Oct 26-Nov 6, 2009	Nov 9, 2009	Aug 10, 2009	Sep 21, 2009	Vilma Gimenez Jordan Institute for Families Phone: (919) 962-6545 Fax: (919) 962-3653
Nov 30-Dec 11, 2009	Dec 14, 2009	Sep 14, 2009	Oct 26, 2009	

INTRODUCTION TO CHILD SEXUAL ABUSE (300 Series)

Introduction to Child Sexual Abuse is a six-day **specialized** curriculum designed to provide the social worker with a foundation for identifying and assessing child sexual abuse. Week 1 includes legal definitions of sexual abuse and related NC statutes; personal and societal values and attitudes regarding sexual abuse; dynamics of the survivor, siblings, the non-offending parent and the offender; and policy and best practice in conducting child sexual abuse investigations. Week 2 includes practicing interviewing techniques with the victim, siblings, non-offending parent, and the offender; working with sexually reactive youth; developing family-centered safety plans and case plans; treatment modalities; and ways to prevent burnout and compassion fatigue. *Introduction to Child Sexual Abuse* was developed by the NC Division of Social Services in collaboration with the Family and Children's Resource Program, part of the Jordan Institute for Families at the UNC-Chapel Hill School of Social Work.

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training based on date of employment and functional responsibilities (for NCDSS Child Welfare Staff). *Legal Aspects of Child Welfare in North Carolina* (200 Series, Tier 1), and *Medical Aspects of Child Abuse and Neglect for Non-Medical Professionals* (200 Series, Tier 1). **Although not required, we suggest workers take *Introduction to Child Sexual Abuse* prior to taking *Child Forensic Interviewing*.**

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. (This does not include staff from private foster care/adoption agencies or private residential care agencies.)

Recommended for: This curriculum is targeted to child welfare social workers and supervisors employed in a county Department of Social Services with **more** than 1 year of experience.

Contact Hours: 36 hours. This training can be credited towards the 24 hours continuing education requirement.

Maximum Number of Participants: 20

Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
September 15-17, 2009 September 29-October 1, 2009	Asheville (RTC)	June 30, 2009	August 11, 2009	Judy Prophet Jordan Institute for Families Phone: (704) 545-9512 Fax: (704) 573-4802
November 2-4, 2009 November 16-18, 2009	Fayetteville (RTC)	August 17, 2009	September 28, 2009	

**INTRODUCTION TO SUBSTANCE ABUSE FOR
CHILD WELFARE SERVICES
(300 Series)**

Introduction to Substance Abuse for Child Welfare is a two-day curriculum focusing on families and children affected by alcohol and drug abuse. Workers will enhance their understanding of addiction and how it develops, how substance abuse affects parenting and child development, and intervention techniques for case management in child welfare. Participants will learn (through presentations, video illustrations, skills practice, group discussions, and case studies) ways to screen for substance abuse in client families, what treatments are effective for substance abuse and what plans are needed for children. This curriculum was developed by Family and Children's Resource Program, part of The Jordan Institute for Families at the UNC-Chapel Hill School of Social Work.

Prerequisite: There are no prerequisites for this training.

Open to: This course is open to Child Welfare and Work First social workers and supervisors, and any other worker who works with families in a NC County Department of Social Services and individuals or agencies contracting with a county DSS to provide child welfare services. (Child welfare services are defined as CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.)

Recommended for: This specialized curriculum is targeted to Child Welfare and Work First social workers employed in a county DSS who work with children and families affected by alcohol and other drug abuse.

Contact Hours: 12 hours. This training can be credited towards the 24 hours continuing education requirement.

Maximum Number of Participants: 26

Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
July 20-21, 2009	Greensboro (RTC)	May 4, 2009	June 15, 2009	Judy Prophet Jordan Institute for Families Phone: (704) 545-9512 Fax: (704) 573-4802
August 10-11, 2009	Kinston (RTC)	May 25, 2009	July 6, 2009	
September 9-10, 2009	Fayetteville (RTC)	June 24, 2009	August 5, 2009	
October 13-14, 2009	Charlotte (RTC)	July 28, 2009	September 8, 2009	

INTRODUCTION TO SUPERVISION FOR CHILD WELFARE SERVICES (300 Series)

Introduction to Supervision for Child Welfare Services is designed to address the needs of new supervisors. Supervisors in North Carolina provided input into the design and delivery of this competency based curriculum. Supervisors who are moving from direct service to management have particular challenges with transitioning into a new position and being in a teaching role with workers in their unit.

This nine day, competency based training will focus on frameworks for building individual and group skills. Rather than being information focused, this training will be taught in a learner-centered format to strengthen and enhance the skills of participants. Participants will be required to engage in self-evaluation in terms of their learning styles as well as attitudes and values that influence them as supervisors. The training will work with new supervisors to understand their role within the agency, their strengths as a supervisor, and ways to manage change. This format emphasizes assessing worker skills; using individual development plans for workers and providing feedback prior to the formal evaluation process. Participants will leave this training with concrete tools to use as they interact with staff and supervisors. This training was developed by Resources for Change, Inc.

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training based on date of employment and functional responsibilities (For NCDSS Child Welfare Staff).

Contact Hours: 54 contact hours. This training meets the 54 hour supervisory training requirement.

Open to: This course is open to child welfare supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions or individuals and agencies contracting with a County DSS to provide any of the above services. (This does not include staff from private foster care/adoption agencies or private residential care agencies.)

Recommended for: This course is mandatory for Child Welfare Supervisors in a County DSS within the first year of assuming supervisory responsibilities. Therefore, the course is recommended for child welfare supervisors with less than one year of experience. Supervisors with more than one year of experience are encouraged to attend if they haven't had this training in their first year. This course is also recommended (but not required) for all other county child welfare supervisors.

Maximum Number of Participants: 20

Minimum Number of Participants: 1

Dates of Training	Location	Registration Opens	Registration Closes	Register With
July 21-24, 2009 August 19-21, 2009 September 23-25, 2009	Charlotte (RTC)	May 5, 3009	June 16, 2009	Bonnie English
September 30-October 2, 2009 November 2-4, 2009 December 2-4, 2009	Greensboro (RTC)	July 15, 2009	August 26, 2009	Elaine Highsmith

**INTRODUCTION TO THE MONTHLY FOSTER CARE CONTACT RECORD
SELF-PACED ONLINE COURSE
(300 Series)**

Introduction to the Monthly Foster Care Contact Record is a 1.5 hour, self-paced online course that introduces child welfare professionals to North Carolina’s Monthly Foster Care Contact Record (DSS-5295). The course teaches participants why the Contact Record was developed and, through an interactive case scenario, how to use it. Participants will also hear recommendations from youth in care about using monthly visits to develop trusting, supportive relationships. This course was developed by the Family and Children’s Resource Program, part of the Jordan Institute for Families at the UNC-Chapel Hill School of Social Work.

Course Requirements: Participants must do the following to receive a certificate of completion:

- ✓ Meet the computer requirements listed below.
- ✓ Complete the entire online course and pass a final quiz.

Note: There is no hardcopy notebook for this online course. At the conclusion of this online course, participants will be able to print out their certificate of completion.

Computer Requirements:

- ✓ A unique e-mail address (used only by the worker);
- ✓ Computers **must** have:
 - External speaker or headset for listening to the online course—to avoid disturbing others;
 - Broadband Internet access;
 - Internet Explorer 6.0 Web browser or higher (recommended); Firefox or Mozilla will also work; and
 - Adobe/Macromedia Flash Player (version 9) must be installed on your computer as a plug-in to your Web browser (for video and audio capability).

Prerequisite: There are no prerequisites for this training.

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement, including Independent Living (LINKS), Foster Home Licensing, or Adoptions, and to individuals or agencies contracting with a County DSS to provide any of the above services. **Note:** Child welfare professionals employed by private child-placing agencies are also welcome to take this course. However, use of the Contact Record by private agencies **DOES NOT** relieve county DSS agencies of their responsibility to use this tool monthly with children in their custody.

Recommended for: This course is required for all social workers who provide services to children in out-of-home care, unless they have already met this training requirement by attending the now discontinued course *Enhancing Foster Care Home Visits* (the one-day training received by some workers in agencies that piloted the Monthly Foster Care Contact Record in 2007). Social workers hired after January 1, 2009 to provide services to children in out-of-home care must complete this course within their first year of employment. Introduction to the Monthly Foster Care Contact Record is also recommended (but not required) for all other county child welfare staff.

Contact Hours: 1.5 hours. Completion of this training can help individuals meet the 24-hour continuing education requirement.

Maximum Number of Participants: Unlimited

Minimum Number of Participants: No minimum: self-paced online course

Dates of Training

No registration is required

Anyone with an ncsWLearn.org account may access this self-paced online course via the Personalized Learning Portfolio (PLP) / Online Courses section of the website.

**KEEPING IT REAL: CHILD AND FAMILY TEAMS WITH
YOUTH IN TRANSITION
(300 Series)**

This is a one day training event. It is designed to offer service providers a formalized method for increasing the voices of foster care youth in their individual transitional living plans. Participants will understand the use of the Child and Family Team model as a planning format with youth and their identified supports. Skill-based activities will focus on how to prepare youth for meetings, how to assist youth in deciding who they want to attend meetings, and how to emphasize the importance of follow-up meetings as a way to support the youth's successful transition to independent living.

Prerequisite: Step By Step: An Introduction to Child and Family Team Meetings **or** An Introduction to Child and Family Teams: A Cross System Training from the Family's Perspective.

Open to: Child Welfare and Work First social workers and supervisors, other County DSS staff, as well as staff from other agencies in the community.

Recommended for: LINKS Coordinators, county employees, partnering agencies, service providers, law enforcement, school personnel, and anyone likely to be involved in child and family teams.

Contact Hours: 6 contact hours.

Maximum Number of Participants: 20

Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
August 12, 2009	Wake	May 27, 2009	July 8, 2009	<p style="text-align: center;">Ashley Duncan NCSU-Family Centered Meetings Project</p> <p style="text-align: center;">Phone: (919) 513-0488</p> <p style="text-align: center;">Fax: (919) 513-7980</p>

METHAMPHETAMINE: WHAT A SOCIAL WORKER NEEDS TO KNOW
SELF-PACED ONLINE COURSE
(300 Series)

Methamphetamine: What a Social Worker Needs to Know is a **self-paced online** course designed to familiarize the worker with the signs of methamphetamine (meth) use and production and the hazards meth poses to families. The information in this course is divided into four modules, an orientation module and three learning modules. Participants will have about 4-6 hours of online work to be completed at their own pace. At the conclusion of this online course, participants will be able to print out their certificate of completion.

Participants will learn some of the history of methamphetamine and its impact on the human body i.e. brain development. Videos will illustrate how meth is a danger not only to the user, but also to others, both in and out of the household that further illustrate the effects of methamphetamine. Participants will learn about the numerous hazards that accompany the manufacturing, use, and distribution of methamphetamine, the impact this drug has on every aspect of the user's life, including abuse and neglect issues in child welfare.

Also, participants will learn the impact methamphetamine has on communities, how to identify laboratories and manufacturing equipment, and the policies North Carolina had adopted to ensure the safety of both the families involved with methamphetamine, as well as the workers who encounter these laboratories in the process of protecting children. *Methamphetamine: What a Social Workers Needs to Know* was developed by the Family and Children's Resource Program, part of the Jordan Institute for Families at the UNC-Chapel Hill School of Social Work.

Note: This online course is a revision of the first day of the previously-offered two-day curriculum *Responding to Families and Communities Impacted by Methamphetamine*. Participants who attended the two-day training will find this online course essentially a repeat of the first day of that training.

Course Requirements: Participants must complete the following course requirements to receive a certificate of completion:

- ✓ Meet the computer requirements listed below.
- ✓ Complete the "Self-paced" online session of the course (it should take about 4–6 hours of online work), including online learning modules, pre- and post-module quizzes, and pass a final quiz.

Note: There is no hardcopy notebook for this online course.

METHAMPHETAMINE: WHAT A SOCIAL WORKER NEEDS TO KNOW
SELF-PACED ONLINE COURSE
(300 Series)
(continued)

Computer Requirements:

- ✓ A unique e-mail address (used only by the worker);
- ✓ Computers **must** have:
 - External speaker or headset for listening to the online course—to avoid disturbing others;
 - Broadband Internet access;
 - Internet Explorer 6.0 Web browser or higher (recommended), Firefox or Mozilla will also work; and
 - Adobe/Macromedia Flash Player (version 9) must be installed on your computer as a plug-in to the Web browser (for video and audio capability).

Prerequisite: There are no prerequisites for this training.

Open to: This course is open to Child Welfare and Work First social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions or individuals or agencies contracting with a County DSS to provide any of the above services. This training is also open to community members from agencies involved in the response to methamphetamine labs.

Recommended for: This course is recommended for all child welfare staff and work first staff employed in a county DSS. Therefore, it is recommended for employees prior to working with families involved with methamphetamine.

Contact Hours: 6 hours. This training can be credited towards the 24-hour continuing education requirement.

Maximum Number of Participants: Unlimited

Minimum Number of Participants: No minimum: self-paced online course

Dates of Training
No registration is required Anyone with an ncswLearn.org account may access this self-paced online course via the Personalized Learning Portfolio (PLP) / Online Courses section of the website.”

**MODEL APPROACH TO PARTNERSHIPS IN PARENTING
GROUP PREPARATION AND SELECTION
(MAPP/GPS)
(300 Series)**

Model Approach To Partnerships In Parenting-Group Preparation And Selection is an eight-day **train-the-trainer** curriculum designed to train child welfare staff and experienced foster or adoptive parents who serve in the role of trainer of foster and adoptive parent applicants. The curriculum is used as a framework to lead parent applicants towards assessing and learning 12 key abilities, which are necessary for successful foster and/or adoptive parenting. During the eight days social workers will learn how to use the Group Preparation and Selection Program and integrate all of the preparation and selection activities, including: the family profile, partnership and professional development plans, and ten preparation and selection meetings. They will also learn to help prospective foster and adoptive parents and work with them to identify their strengths and needs in relation to fostering and adopting.

The Division has selected this curriculum as the recommended pre-service training curriculum for all foster and adoptive parent applicants. The MAPP/GPS curriculum will form the basis for meeting APA rules requiring all foster parents to receive 30 hours of pre-service training prior to licensure. In addition to meeting the pre-service requirements, MAPP-GPS is an assessment process.

Prerequisite: *Child Welfare in North Carolina* or completion of other pre-service training required based upon date of employment and functional responsibilities (For NCDSS Child Welfare Staff). **Please refer to other staff and foster/adoptive parent qualifications below.**

**QUALIFICATIONS FOR MODEL APPROACH TO PARTNERSHIPS IN PARENTING-GROUP
PREPARATION AND SELECTION (MAPP-GPS)
LEADER CERTIFICATION**

Model Approach to Partnerships in Parenting-Group Preparation and Selection (MAPP GPS) is an eight-day certification curriculum that enables child welfare staff and experienced foster or adoptive parents to serve in the role of trainer of foster and adoptive parent applicants. Because this is a *certification* program, registrations for MAPP-GPS Certification can only be accepted from persons who meet the applicable requirements as outlined below.

Staff Qualifications and Functions

Registrants must be staff of county DSS agencies, Area Mental Health Programs, private child placing agencies licensed by the NC Division of Social Services, or persons (including temporary agency staff) who have a signed contract with a county DSS, Area Mental Health Program, or a child placing agency. They must also have the responsibility for preparing and/or assessing families using the MAPP-GPS program. This will include providing group work services for children and family foster parents, conducting home-finding and assessment studies related to family foster parents, and planning and coordinating the services and resources affecting children and their families. Staff performing these functions must meet the following guidelines:

- ❑ Staff of County DSS and Public Area Mental Health Programs, as well as persons (including temporary agency staff) contracted to work for a County DSS or Area Mental Health Program, must meet the personnel qualifications required by the State Personnel Act.
- ❑ Staff of private child placing agencies licensed by the NC Division of Social Services and persons (including temporary agency staff) contracted to work for a private child placing

**MODEL APPROACH TO PARTNERSHIPS IN PARENTING
GROUP PREPARATION AND SELECTION
(MAPP/GPS)
(continued)**

agency must have either a master's degree in social work or related field of study from a school accredited by the Association of Colleges and Schools or a bachelor's degree in social work or related field and two years experience working directly with foster children.

Foster and Adoptive Parent Leaders

Foster and Adoptive parents who apply for certification must have a minimum of 2 years accumulated experience parenting foster or adoptive children. Please note that unless the foster or adoptive parent is also employed by the agency in a social work capacity and meets the agency staff qualifications outlined in the previous section, he/she must be paired with an agency staff leader who does meet these requirements and who can complete the assessment and selection pieces of the program.

Registration Requirements

Registrations for MAPP-GPS Certification can only be accepted from persons who meet the above applicable requirements for foster parents, adoptive parents, Department of Social Services staff, Area Mental Health Program staff, licensed child placing agency staff (licensed through the N.C. Division of Social Services), and temporary agency staff. A Department or a licensed private child placing agency may contract with a person who meets the above staff requirements to conduct the responsibilities of MAPP-GPS. In this event, the local Department of Social Services or licensed child placing agency should submit the registration form for the person with whom they are contracting along with a letter verifying that this person is under contract and meets the staffing qualifications above.

Contact Hours: 52 contact hours. This training can be credited toward the 24-hour continuing education component.

Recommended for: This curriculum is most appropriate for supervisors, social workers and experienced adoptive and foster parents who will be actively training MAPP-GPS parent groups. Persons attending must have experience and interest in working with groups, as this program requires that they communicate effectively in front of groups as well as with individuals and families. Foster and/or adoptive parents selected by the agency to attend Leader Certification for MAPP-GPS should be advised of the agency's expectations regarding their initial and ongoing development as MAPP/GPS Leaders. Because of the complexities of the program, parent co-leaders will be more successful if they have had successful experiences working in teamwork with the agency to build partnerships with children and birth parents through the Foster and/or Adoption Programs. In order to maintain newly developed skills it is recommended that newly certified MAPP-GPS Leaders plan to begin their first GPS parent program within two months of their certification.

**FULL PARTICIPATION AND ATTENDANCE IN THE EIGHT DAYS IS REQUIRED FOR
CERTIFICATION.**

**MODEL APPROACH TO PARTNERSHIPS IN PARENTING
GROUP PREPARATION AND SELECTION
(MAPP/GPS)
(continued)**

Participants should be advised that certification training will require approximately two hours of advanced reading and two hours of assignments each evening of the training. Books are large and heavy. You may wish to bring a tote bag or backpack in which to carry them. Please make arrangements to conduct business during lunch and breaks, as you will be asked to turn off pagers and cell phones during training.

Maximum Number of Participants: 20
Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
July 14-17, 2009 July 28-31, 2009	Fayetteville (RTC)	April 28, 2009	September 9, 2009	Clarence Lamb NC Division of Social Services Phone: (919) 334-1178 Fax: (919) 334-1173
August 10-13, 2009 August 24-27, 2009	Charlotte (RTC)	May 25, 2009	July 6, 2009	
September 1-4, 2009 September 15-18, 2009	Greensboro (RTC)	June 16, 2009	July 28, 2009	
October 6-9, 2009 October 20-23, 2009	Kinston (RTC)	July 21, 2009	September 1, 2009	
October 27-30, 2009 November 17-20, 2009	Asheville (RTC)	August 11, 2009	September 22, 2009	

SHARED PARENTING (300 Series)

Shared Parenting is a two day curriculum designed to be foundation training for all child welfare staff. This training explores the philosophy and rationale for practicing Shared Parenting in child welfare services. Strategies for facilitating the Shared Parenting partnerships between the agency, birth parents, and foster and adoptive parents are emphasized. Shared Parenting as a process that involves all child welfare staff is discussed. The roles that child welfare workers play in developing, encouraging, and facilitating the relationships between the agency, birth families and foster families will be explored in depth. This training will emphasize the importance of agency support of partnerships among birth families and foster (and kinship) families with a focus on Shared Parenting as an essential element of family-centered practice.

Shared Parenting is an interactive course with videos, small and large group activities, and case scenarios that will enhance the discussion of issues related to the implementation of Shared Parenting. Topics under review will include the fears that can accompany Shared Parenting, establishing and maintaining boundaries in shared parenting relationships, effective communication between members of the shared parenting team, and the impact of culture on these relationships. The course is designed to provide staff with practical strategies and information pertinent to their roles in the agency. For example, how to prepare foster parents and birth parents for the first shared parenting meeting and ways to “share parenting” in addition to face-to-face meetings will be identified. The benefits of shared parenting for children and families in the child welfare system will be highlighted.

Certified MAPP-GPS leaders who attend the training will also obtain a trainer’s manual which will include the activities used during this class. MAPP-GPS leaders will then be able to use these materials for training their foster/adoptive parents and/or other staff in their agency.

This training is based on the Shared Parenting In-service Training Series, developed by the Child Welfare Institute. The training has been revised by NC Division of Social Services staff development trainers to reflect the Six Principles of Partnership and the Multiple Response System (MRS) philosophy of child welfare practice in North Carolina.

Prerequisites: *Child Welfare in North Carolina* or completion of other required pre-service training based on employment and functional responsibilities for NCDSS Child Welfare Staff. Please note that Shared Parenting and Supporting Partnerships have been merged into one training so MAPP-GPS certification is not a prerequisite for this course.

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions and individuals or agencies contracting with a County DSS to provide any of the above services. This course is also open to staff of private foster care/adoption agencies licensed by North Carolina.

SHARED PARENTING
(continued)

Recommended for: This course is recommended for Child Welfare social workers, supervisors and managers, as well as staff of private child placing agencies, **who have not taken Supporting Partnerships or Shared Parenting (which was previously for Certified MAPP-GPS leaders).**

Contact Hours: 12 hours. This training can be credited toward the 24 hour continuing education requirement.

Maximum Number of Participants: 22

Minimum Number of Participants: 10

FULL PARTICIPATION IN THE THREE DAYS IS REQUIRED FOR CERTIFICATION

Dates of Training	Location	Registration Opens	Registration Closes	Register With
September 10-11, 2009	Fayetteville (RTC)	August 25, 2009	August 6, 2009	Amy Campbell
October 15-16, 2009	Charlotte (RTC)	July 30, 2009	September 10, 2009	Bonnie English
November 12-13, 2009	Kinston (RTC)	August 27, 2009	October 8, 2009	Betty Williford

**STAYING POWER! A SUPERVISOR'S GUIDE TO RETAINING CHILD WELFARE STAFF
(300 Series - ADVANCED SUPERVISORS TRAINING)**

Staying Power! A Supervisor's Guide to Retaining Child Welfare Staff is a three-day, advanced classroom-based training that introduces supervisors to concepts, tools, and practices that improve staff retention. Supervisors attending this course will explore why employees stay, why they leave, and learn new skills in the following areas: orienting new hires and preparing them to succeed, supporting existing staff, recognizing and responding appropriately to signs of worker disengagement and burnout, and using supervisory tools and practices that promote retention. Participants will leave understanding how to prevent staff turnover by making interventions at key points in the supervision process.

Adapted from a course originally developed as part of a federally-funded child welfare recruitment and retention project, *Staying Power!* is provided by the Family and Children's Resource Program, part of the Jordan Institute for Families at the UNC-Chapel Hill School of Social Work.

Prerequisite: None.

Open to: This course is open to child welfare supervisors and program managers employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

Recommended for: This course is recommended for all child welfare supervisors who provide direct supervision to staff serving children and families in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

Contact Hours: 18 hours. Completion of this training can help individuals meet the 24-hour continuing education requirement.

Maximum Number of Participants: 24

Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
August 10 –12, 2009	Charlotte (RTC)	May 25, 2009	July 6, 2009	Judy Prophet Jordan Institute for Families Phone: (704) 545-9512 Fax: (704) 573-4802
October 19 – 21, 1009	Kinston (RTC)	August 3, 2009	September 14, 2009	
December 1 – 3, 2009	Asheville (RTC)	September 15, 2009	October 27, 2009	

TECHNICAL ASSISTANCE and LEARNING SUPPORT (TALS)

Technical Assistance and Learning Support (TALS) is a unique and growing component of our training program that is specifically designed to help support your in-class learning, as well as to provide additional learning opportunities and assistance in implementing Child and Family Teams. It is comprised of two separate sections: Technical Assistance and Learning Support. TALS is developed and provided by the Center for Family and Community Engagement at North Carolina State University.

Technical Assistance

These activities are generally utilized to support your in-classroom learning.

- Facilitator Forums
- Coaching in critical areas like preparation, safety, including children, and more (by phone or in-person)
- Debriefing your meetings with an emphasis on facilitation
- Implementation assistance or guidance

Learning Support

These activities are designed to assist your agency in developing a training plan and acquainting your agency with the benefits of Child & Family Teams.

- Needs assessment planning meetings
- Presentations or mini-workshops
- Assistance in developing a training plan
- Understanding the learning system
- A cross agency, community wide, two day training event to support involvement in child and family teams is available upon request by a local DSS agency. This training utilizes a system of care approach to introduce family, agency, and community partners to the purpose and importance of child and family team meetings as well as their role in the meetings. This community training event utilizes the cross agency curriculum: Child and Family Teams from the Family's Perspective. (There is no training prerequisite required.) **This training does not replace any mandatory training requirements for child welfare workers.)**

Prerequisite: Completion of Step by Step: An Introduction to Child and Family Teams is the preferred prerequisite to access most TALS.

Open to: All employees of Department of Social Service (DSS) agencies, including those human service agencies that are in partnership with DSS, are eligible for TALS services. There is NO FEE for these uniquely tailored services!

Recommended for: County DSS agency staff who wish to receive technical assistance and support in the implementation of Child and Family Team meetings, including CFT facilitators and staff of community agencies participating in Child and Family Team meetings.

To discuss possibilities or request services: Contact Jenny King, Training Coordinator, at jlking4@ncsu.edu. You may also complete a request form when attending a formal Family Centered Meeting Training, or call (919) 449-8783

To complete a TALS request form online, please visit the following website:
<http://www.cfface.org/dss/TALS.htm>.

UNDERSTANDING AND INTERVENING IN CHILD NEGLECT (300 Series)

Child Neglect is the number one cause of maltreatment fatalities in children, yet for most workers, physical and sexual abuses receive more attention. *Understanding and Intervening in Child Neglect* is a two-day training that will help participants understand neglect and poverty, how it affects children and families, and innovative interventions. Participants will review the importance of comprehensive and balanced assessment including the strengths and needs of each family member. Participants will leave with an understanding of how poverty and neglect are linked (but not necessarily the same) and develop skills for working with families who are neglectful. This training encourages participants to recognize the need for various approaches when providing services to families depending on safety and risk levels. This curriculum was developed by Family and Children's Resource Program, part of the Jordan Institute for Families at UNC-Chapel Hill School of Social Work.

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training based on date of employment and functional responsibilities (for NCDSS Child Welfare Staff).

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Care Licensing, or Adoptions or individuals or agencies contracting with a County DSS to provide any of the above services. (This does not include staff from private foster care/adoption agencies or private residential care agencies.)

Recommended for: Child Welfare supervisors and social workers employed in a County Department of Social Services.

Contact Hours: 12 hours. This training can be credited towards the 24 hours continuing education requirement.

Maximum Number of Participants: 26

Minimum Number of Participants: 10

Dates of Training
<p>Note: This course is being converted into an online training. Look out for information about its debut on the <i>New and Announcement</i> section on the home page of ncswLearn.org.</p>

UNDERSTANDING CHILD MENTAL HEALTH ISSUES (300 SERIES)

Understanding Child Mental Health Issues is a three-day training designed to provide a basic understanding of the childhood mental health problems most commonly seen in child welfare settings. Children in the foster care system have much higher rates of mental health problems than do children in the general population. Participants will learn the causes, symptoms, prognosis, risks, treatments and interventions for pediatric depression, juvenile bipolar disorder, ADD oppositional-defiant and conduct disorder, and post traumatic stress disorder. This curriculum was developed by Family and Children's Resource Program, part of the Jordan Institute for Families at UNC-Chapel Hill School of Social Work.

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training based on date of employment and functional responsibilities (for NCDSS Child Welfare Staff).

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Child Placement including Independent Living (LINKS), Foster Care Licensing, or Adoptions or individuals or agencies contracting with a County DSS to provide any of the above services. (This does not include staff from private foster care/adoption agencies or private residential care agencies.)

Recommended for: Child Welfare supervisors and social workers who are employed in a county Department of Social Services.

Contact Hours: 18 hours. This training can be credited towards the 24 hours continuing education requirement.

Maximum Number of Participants: 26

Minimum Number of Participants: 10

Dates of Training
<p>Note: This course is being converted into an online training. Look out for information about its debut on the <i>New and Announcement</i> section on the home page of ncswLearn.org.</p>

**WIDENING THE CIRCLE: CHILD AND FAMILY TEAMS AND
SAFETY CONSIDERATIONS
(300 Series)**

This two-day advanced training provides strategies for fostering safe and effective participation at child and family teams. The first day is devoted to child and family teams when there is current or past family violence. The second day provides strategies for including family members with alcohol and other drugs addictions, mental health histories, and developmental disabilities within a family-centered meeting. Attention is devoted to meeting preparations and facilitation and to ways in which the agency can offer a supportive context for carrying out these meetings. "Widening the circle" from the nuclear family to a network of informal and formal supports is set forth as the means of safeguarding child and adult family members. Exercises are used to develop competencies in four strategies for safe and effective participation: cultural safety, community partnerships, family leadership, and inclusive planning. Attention is given to developing the participant's ability to recognize and transfer the appropriate ethical principle to the specific situation. The training is intended to prepare family-centered-meetings facilitators, referring workers, and supervisors of referring workers for holding child and family teams with serious safety issues. *Widening the Circle* is developed by the Center for Family and Community Engagement at North Carolina State University, part of the North Carolina State University College of Humanities and Social Sciences.

Prerequisite: Step by Step: An Introduction to Child and Family Teams

Open to: Child Welfare and Work First social workers and supervisors, other County DSS staff, as well as staff from other agencies in the community.

Recommended for: County employees, partnering agencies, service providers, law enforcement, school personnel, and anyone likely to be involved in child and family teams.

Contact Hours: 12 contact hours.

Maximum Number of Participants: 20

Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
September 2-3, 2009	Alamance County	June 17, 2009	July 30, 2009	<p style="text-align: center;">Ashley Duncan NCSU-Family Centered Meetings Project</p> <p style="text-align: center;">Phone: (919) 513-0488</p> <p style="text-align: center;">Fax: (919) 513-7980</p>

Independent Living Resources, Inc.
411 Andrews Rd, Suite 230
Durham, NC 27705
(919) 384-1457 or (800) 820-0001
Fax (919) 384-0338
e-mail: debbie.cornell@ilrinc.com

Training Registration Information

Guidelines for registration:

1. Log onto **www.ncswlearn.org** or contact the identified workshop coordinator to register.
2. Certificates will be distributed at the training workshop.
3. A confirmation letter with directions to the training site will be sent to the registered participant within two weeks of the training.
4. Residency workshops are limited in number of participants. Participants will receive a confirmation letter or waiting list letter after the closing date for the identified seminar.
5. All questions pertaining to any workshop should be made directly to Debbie Cornell, ILR, Inc. program coordinator 800-820-0001.
6. In the event that a participant is unable to attend the workshop, a co-worker may be sent in their absence or please call Debbie Cornell at the above number.
7. All training events are offered at no cost – free.
8. It is requested that all participants register.
9. North Carolina County Department of Social Services staff will receive first priority for the residency programs.

HELPING YOUTH REACH SELF-SUFFICIENCY (FOSTER PARENT TRAINING)

Helping Youth Reach Self-Sufficiency is a three-day curriculum designed to: develop a core group of foster parents who will provide continuing education and training to local foster parents on assisting foster youths to reach self-sufficiency. The seminar will be conducted over one full weekend, starting on Friday and ending on Sunday. Participants will be required to attend all three days of the seminar. Everyone attending is encouraged to stay at the hotel during the program weekend to fully experience the interactive nature of the seminar. The NC Division of Social Services will cover participant lodging expenses.

Competencies: This curriculum will address the following competencies:

- Participants will be presented with basic adolescent independent living and LINKS 101 information.
- Participants will learn activities to conduct with local foster parent groups.
- Participants will learn activities for foster parents to conduct with youth.
- Participants will learn group facilitation training.
- Participants will be able to return to their local communities and provide training to local foster parent groups.

Trainers: Independent Living Resources staff.

Hours: 1st day (Friday) 3:00 p.m. – 8:00 p.m., 2nd day (Saturday) 9:00 a.m. – 4:00 p.m., 3rd day (Sunday) 9:00 a.m. – 1:00 p.m.

Class size: 24 participants

Participants: This training is designed for foster parents who have a desire to learn more about helping foster youths reach self-sufficiency and transferring that information to other foster parents. Foster parents selected to attend the seminar should enter an agreement with their local foster parent social worker to provide training to local foster parents after completion of this seminar. It is suggested that only one participant from each county attend unless a county is supporting a training team of two foster parents.

Workshop Coordinator: Debbie Cornell (800-820-0001)

Training Dates	Location	Registration Opens	Registration Closes	Register With
October 23-25, 2009	Country Suites Burlington	Immediately	September 25, 2009	Use the registration form in this section and mail to: Debbie Cornell ILR, Inc 411 Andrew Rd #230 Durham NC 27705 Or fax to: 919-384-0338

LINKS 101

LINKS 101 is a three-day curriculum devoted to providing basic life skills training on principles, positive youth development, assessment, teaching skills, and developing a comprehensive program. This program is a three-day residency seminar. Participants are required to be in attendance for all three-days. Participants are encouraged to stay in Burlington to facilitate their full experience of this seminar.

Competencies: This curriculum will address the following competencies:

- Participants will review the basic state and federal requirements for completing the Transitional Plan portion of the case plan for older foster youths.
- Participants will learn how to utilize assessment tools approved for completing the case plan.
- Participants will learn the basic philosophy of positive youth development towards promoting self-sufficiency.
- Participants will gain understanding on how to spend LINKS money allocated to their county.
- Participants will gain knowledge on how to motivate their adolescents, foster parents, and community business people to participate in the program.
- Participants will learn decision-making activities to use with adolescents.
- Participants will learn how to develop a community based educational and employment preparation program.

Trainers: Independent Living Resources staff

Hours: 1st day 9:30 a.m. – 4:30 p.m. 2nd & 3rd day 8:30 a.m. - 4:00 p.m.

Class size: 24 participants

Participants: This training is designed for all county and residential staffs who work with adolescents and have been identified by as the independent living coordinator. It is most beneficial to staff who have had limited training in the area of Independent Living.

Workshop Coordinator: Nancy Carter (800-820-0001)

Training Dates	Location	Registration Opens	Registration Closes	Register With
October 20-22, 2009	Country Suites Burlington	Immediately	September 11, 2009	Use the registration form in this section and mail to: Debbie Cornell ILR, Inc 411 Andrew Rd #230 Durham NC 27705 Or fax to: 919-384-0338
March 9-11, 2010	Country Suites Burlington	Immediately	January 9, 2010	

**TRAINER'S CONTACT
INFO**

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Jodi Flick, LCSW, ACSW

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