NC DSS CHILD WELFARE SERVICES

STATEWIDE TRAINING PARTNERSHIP

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

Division of Social Services
Child Welfare Services

List of Training Courses
And Training Requirements

January 2015

TABLE OF CONTENTS

Website Reference 5

I. Training Guidelines

Child Welfare Training Laws and Definitions 6-7
Required Training 8-11
Curricula Organizational Structure 12-13
Child Welfare Training At a Glance 14-15
NC Child Welfare Education Collaborative 16

II. Training Centers

Regional Training Center Information 17
Asheville Training Center Information Sheet and Directions 18
Charlotte Training Center Information Sheet and Directions 19
Fayetteville Training Center Information Sheet and Directions 20
Greensboro Training Center Information Sheet and Directions 21-22

III. Inclement Weather Policy 23

IV. Registration

Guidelines for Registration 24-26
Applying to Register for Training Online 27
. Other Important Points 28
Training Guidelines and Policies for an Effective Learning Experience 29-30
For Supervisors: How to Register My Employee 31
Application for Admission to TIPS-MAPP 32
Application for Admission to TIPS-MAPP Leader Update Certification 33

V. Training Courses

100 Series

Child Welfare in North Carolina 34-35

200 Series – Tier 1

Building Awareness and Cultural Competency 36
Child Development and the Effects of Trauma (Online Course) 37-38
Legal Aspects of Child Welfare in North Carolina 39
Medical Aspects of Child Abuse and Neglect for Non-Medical Professionals 40
Step by Step: An Introduction to Child and Family Teams 41

200 Series – Tier 2

Adoptions in Child Welfare Services 42
Connecting with Families: Family Support in Practice 43
CPS Assessments in Child Welfare Services 44
CPS In-Home Child Welfare Services 45
Family-Centered Practice in Family Preservation Programs 46
Foster Home Licensing in Child Welfare Services 47

Table of Contents
(continued)

Intake in Child Welfare Services 48
Introduction to Supervision for Child Welfare Services 49
Navigating Child And Family Teams: The Role Of The Facilitator 50
Placement in Child Welfare Services 51

300 Series

IV-E: An Overview 52
The ABC's of Including Children in Child and Family Teams 53
Adoption Assistance Eligibility (Online Course) 54
Adult Mental Health Issues which Impact Families Served by Child Welfare (Online Course) 55
Assessing and Strengthening Attachment 56
Child and Family Team Facilitator Forums 57
Child Forensic Interviewing 58
Child Welfare Practices for Cases Involving Domestic Violence 59
Coaching Children's Caregivers Through Challenging Moments 60
Engaging the Non-Resident Father for Child Welfare 61
Engaging the Non-Resident Father for Supervisors 62
Foster Home Licensing: The Keys to Success (Online Course) 63
Fostering and Adopting the Child Who Has Been Sexually Abused 64
An Introduction to Child and Family Teams: A Cross System Training from the Family's Perspective 65
Introduction to Child Sexual Abuse 66
Introduction to Child Welfare Data Sources 67
Introduction to Substance Abuse for Child Welfare Services 68
Introduction to the Monthly Foster Care Contact Record (Online Course) 69
Keeping It Real: Child and Family Teams with Youth in Transition 70
Life Books: Motivating the Memory Keepers 71
Medicaid Administrative Claiming for Adults and Children 72
Methamphetamine: What a Social Worker Needs to Know (Online Course) 73
Money Matters: Foster Care Funding Basics (Online Course) 74
Motivating Substance Abusing Families To Change: An Advanced Practice Course 75
Path Less Traveled: CFTs and Safety Considerations 76
PS-Deciding Together 77
Reasonable Efforts: What Supervisors Need to Know 78
Shared Parenting 79
Staying Power! A Supervisor's Guide To Coaching And Developing Child Welfare Staff 80
Technical Assistance and Learning Support (TALS) 81
The 3rd Dimension of Supervision: The Role of Supervisors in CFT Meetings 82
Train the Trainer for Becoming a Therapeutic Foster Parent (Online Course) 83
Trauma-Informed Behavior Management for Child Welfare 84
Trauma Informed Partnering for Safety and Permanency: Model Approach to Partnerships in Parenting (TIPS-MAPP) Leader Update Certification Training 85
Trauma Informed Partnering for Safety and Permanence: Model Approach to Partnerships in Parenting (TIPS-MAPP) 86-87
Understanding and Intervening in Child Neglect (Online Course) 88
Understanding Child Mental Health Issues (Online Course) 89

Table of Contents
(continued)

Independent Living Resources

Registration Information for Independent Living Resources 90
Helping Youth Reach Self-Sufficiency (Foster Parent Training) 91
LINKS 101 92
LINKS 201 "The Sequel"..... 93
Real World Event Instructional Event [Blended (Online-Classroom) Course]..... .94

VI. NC State Map..... 95

HTTP://WWW.NCSWLEARN.ORG

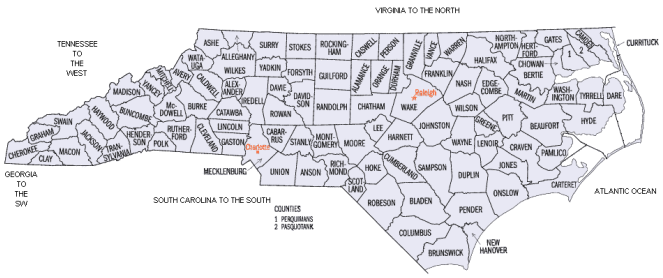
How to Use This Site

- If you have an account, type your username and password in the boxes on the left side on the home page and click the **Sign In** button.
- If you have forgotten your password, click the **Forgot Username or Password** link on the left to have your account information sent to you via e-mail.
- If you do not have an account on this site, click the **Create a User Account** link on the left to create an account. Before creating an account, you will be asked to search for your personnel information in the ncswLearn.org system and enter that information if it is not found.
- There are multiple ways to search for a course. We recommend searching by keyword(s). For example, to find the course **Placement in Child Welfare**, simply use the word "Placement" in the Search Option by Curriculum Title Keywords. This will access a list of training events for the course.

Welcome to North Carolina Division of Social Services

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

HTTP://WWW.NCDHHS.GOV/DSS/TRAINING/CHILDWELFARE.HTM



FOR HOTEL INFORMATION VISIT

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, 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. 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.

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 responsibilities involving direct client contact) must complete a **minimum of 72 hours** of pre-service training titled ***Child Welfare in North Carolina*** and the designated **Transfer of Learning booklet** 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 2) 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 (with duties involving direct contact with clients) or Occasional On-Call supervisory back-up for these staff members,** ***Child Welfare In North Carolina (pre-service training)*** is required prior to direct client contact**.**

For staff primarily working in non-child welfare areas, yet serving **Occasional On-Call (with duties that do <u>not</u> include direct client contact) or On-Call supervisory** backup for these staff the requirement is either ***Child Welfare in North Carolina (pre-service training)*** **<u>OR</u> Intake in Child Welfare Services <u>AND</u> CPS Assessments in Child Welfare Services.**
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
Building Awareness and Cultural Competency	X	X	Within 1 year of assuming responsibility
Step by Step: An			Within 1 year of assuming

Introduction to Child and Family Teams	X	X	responsibility
200 Series, Tier 2 (those that apply to job function(s) ***See Course Descriptions***	X	X	**All New Child Welfare Workers**: Within 1 year of assuming child welfare services role **Child welfare workers:** Within 3 months of assuming a new job function (after having met Pre-Service training requirements). **Child Welfare Supervisors**: Within 3 months of assuming supervisory responsibility for a new child welfare role
Introduction to Supervision for Child Welfare Services		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 (whose duties do not include direct client contact) and occasional on-call back-up supervisors are required to attend either *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 in Child Welfare Services:** 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 of Child Abuse and Neglect for Non-Medical Professionals:** 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 I and II).

- **Building Awareness and Cultural Competency:** Social workers and social work supervisors with child welfare services responsibility must complete *Building Awareness and Cultural Competency,* within one year of assuming child welfare services responsibility.

- **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 Facilitator and Independent Living. This training meets the required 18/39 hours of additional training within the first year of employment. Occasional on-call workers (whose duties do NOT include direct client contact) may take specific 200 series courses in lieu of *Child Welfare in North Carolina*.

- **Introduction to the Monthly Foster Care Contact Record:** This self-paced "on demand" online course is required for all social workers who provide services to children in out-of home-care within their first year of employment.

- **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.

- **Foster Home Licensing: The Keys to Success:**
  This self-paced "on demand" online course is required for all child welfare staff from County DSS agencies and private child-placing agencies assessing prospective foster families and submitting foster home license applications. Foster Home Licensing workers employed prior to Aug. 1, 2011 have until November 1, 2011 to complete the online course. After Nov. 1, 2011, foster home license applications will only be accepted by County DSS staff or private child placing agency staff who have successfully completed the online course. Foster Home Licensing workers hired after August 1, 2011 must take the online course before submitting foster home licensing requests to the Division of Social Services' Regulatory and Licensing office in Black Mountain.

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.

Intensive Family Preservation and Reunification Services

Agencies that contract with the NC Division of Social Services to provide Intensive Family Preservation Services are required to complete the five-day *Family-Centered Practice in Family Preservation Programs* course. Direct service workers and supervisors are required to complete this course prior to accepting any case assignments.

Family Support and Family Resource Centers

Direct service providers and program managers of Family Support or Family Resource Centers contracting with the NC Division of Social Services are required to attend *Connecting with Families: Family Support in Practice*. Staff are expected to attend this training within the first fiscal year of funding.

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 1 and Tier 2) 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. The information contained in these training events builds upon the knowledge obtained in the pre-service training. See page 2 of the Table of Contents for a list of these courses.

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 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. See page 2 and 3 of the Table of Contents for a list of these 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 offered 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. See page 3 and 4 of the Table of Contents for a list of these 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, Building Awareness and Cultural competency, 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 Kathy Dobbs by e-mail at kathy.dobbs@dhhs.nc.gov.

NCDSS-Sponsored Child Welfare Training
Available through ncswLearn.org

At-a-Glance for County DSS Directors

1. For Child Welfare Supervisors
Pre-Service. *Required before taking on job responsibilities*
1. Child Welfare in North Carolina: Pre-Service Curriculum for New Workers and Supervisors
Within First Year. *Required within first year as supervisor (courses below listed in preferred sequence)*
2. Medical Aspects of Child Abuse and Neglect for Non-Medical Professionals 3. Legal Aspects of Child Welfare in North Carolina 4. Child Development and the Effects of Trauma 5. Building Awareness and Cultural Competency 6. Step by Step: An Introduction to Child and Family Teams 7. Introduction to Supervision for Child Welfare Services *Other courses will be required based on the supervisor's area of responsibility— see Section 3 on the next page*
Electives Specifically for Supervisors
8. Engaging the Non-Resident Father 9. Reasonable Efforts: What Supervisors Need to Know (online) 10. Staying Power! A Supervisor's Guide to Coaching and Developing Child Welfare Staff 11. The 3rd Dimension of Supervision: The Role of Supervisors in CFT Meetings (online)
Other Elective Courses that May Be Relevant for Supervisors
Please see list of elective courses in Section 4 on the next page

2. For Child Welfare Direct Client Contact Professionals
Pre-Service*. Required prior to direct client contact*
1. Child Welfare in North Carolina: Pre-Service Curriculum for New Workers and Supervisors
Within First Year for Everyone *(courses below listed in preferred sequence)*
2. Medical Aspects of Child Abuse and Neglect for Non-Medical Professionals 3. Legal Aspects of Child Welfare in North Carolina 4. Child Development in Families at Risk 5. Building Awareness and Cultural Competency 6. Step by Step: An Introduction to Child and Family Teams
Within First Year by Job Function
See Section 3 below
Other Elective Courses
See Section 4 below

3. Required Training within the First Year for County DSS Child Welfare Staff, by Job Function

Adoptions	CPS Assessors and Investigators	CPS Intake	CPS In-Home	Family Preservation	Family Support and Family Resource Centers	Foster Home Licensing	Foster Care
Adoptions in Child Welfare Services	CPS Assessments in Child Welfare Services	Intake in Child Welfare Services	CPS In-Home Child Welfare Services	Family-Centered Practice in Family Preservation Programs	Connecting with Families: Family Support in Practice	• Foster Home Licensing in Child Welfare Services • Introduction to the Monthly Foster Care Contact Record • Foster Home Licensing: The Keys to Success	• Placement in Child Welfare Services • Introduction to the Monthly Foster Care Contact Record

4. Elective Courses

Classroom-Based		Online
• Assessing and Strengthening Attachments • Child Forensic Interviewing • Child Welfare Practices for Cases Involving Domestic Violence • Coaching Children's Caregivers through Challenging Moments • Coaching Skills Specialist • Fostering and Adopting the Child Who Has Been Sexually Abused (CSA/MAPP) • Helping Youth Reach Self-Sufficiency (Foster Parent Training) • Intro to Child and Family Teams: A Cross-System Training From the Family's Perspective • Introduction to Child Sexual Abuse • Introduction to Substance Abuse for Child Welfare Services • IV-E: An Overview • Keeping It Real: Child and Family Teams with Youth in Transition • Life Books: Motivating the Memory Keepers	• LINKS 101 • LINKS 201 - "The Sequel" • Motivating Substance Abusing Families to Change: An Advanced Practice Course • Navigating Child and Family Teams: The Role of the Facilitator • Path Less Traveled: CFTs and Safety Considerations • PS-Deciding Together • Real World Instructional Event • Shared Parenting • Step by Step: An Introduction to Child and Family Teams • The ABC's of Including Children and Youth in Child and Family Teams • Trauma-Informed Behavior Management for Child Welfare • Trauma-Informed Partnering for Safety and Permanence: Model Approach to Partnerships in Parenting (TIPS-MAPP) • TIPS-MAPP Leader Update Certification Training • Understanding the Interstate Compact on the Placement of Children	• Adult Mental Health Issues Which Impact Families Served by Child Welfare • Foster Home Licensing: The Keys to Success • Introduction to the Monthly Foster Care Contact Record • Methamphetamine: What a Social Worker Needs to Know • Money Matters: Foster Care Funding Basics • Understanding and Intervening in Child Neglect • Understanding Child Mental Health Issues • Train-the-Trainer for Becoming a Therapeutic Foster Parent ***Webinars*** The NCDSS offers several 90-minute webinars each year for directors, supervisors, and front line staff on a variety of child welfare topics. Look for announcements about these events on the Division's cwlistserv. To subscribe, go to https://lists.ncmail.net/mailman/listinfo/cwlistserv ***Past Webinars*** Are archived here: http://fcrp.unc.edu/videos.asp

The North Carolina Child Welfare Education Collaborative

The Collaborative

The North Carolina Child Welfare Education Collaborative provides multiple opportunities for students in authorized social work programs to prepare for careers in public child welfare. Participation in the Collaborative includes learning activities designed to address specific child welfare pre-service competencies. The Collaborative has special permission, given by the NC Division of Social Services, to integrate State-mandated child welfare pre-service training competencies into the social work curriculum. This is done through course work, field placements and other learning experiences. Students who complete the approved curriculum at their university satisfy North Carolina's child welfare pre-service requirements upon graduation. This certification is valid for two (2) years after graduation.

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 NC Division of Social Services reviewed the curriculum each social work program uses to teach child welfare pre-service competencies and issues a Pre-service Training Waiver to these social work programs. Students who are participating in the Child Welfare Education Collaborative can, under appropriate supervision, be assigned cases and engage in direct client contact in their field placements.

Once students have successfully addressed all child welfare Pre-service Training requirements and competencies, traditionally at graduation, they receive a Pre-service Certificate and are listed in the statewide training database.

Basic components provided by ALL programs:

- Social work courses the program has designated as those that address child welfare pre-service competencies
- Child welfare course or training/workshop
- Field placement in public child welfare in a county department of social services
- Graduation with a degree in social work

Authorized Social Work Programs	
Appalachian State University – BSW and MSW	North Carolina State University – BSW and MSW
East Carolina University – BSW and MSW	Shaw University - BSW
Fayetteville State University - MSW	University of North Carolina at Charlotte – BSW and MSW
Joint MSW Program - MSW	University of North Carolina at Greensboro - BSW
Methodist University – BSW	University of North Carolina at Pembroke – BSW
North Carolina A&T State University - BSW	University of North Carolina at Wilmington – BSW
North Carolina Central University – BSW and MSW	University of North Carolina at Chapel Hill - MSW
	Western North Carolina University – BSW and MSW

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
   Registrar: Brandin Bell 919-527-6364
   Email: brandin.bell@dhhs.nc.gov

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
   Registrar: Brandin Bell 919-527-6364
   Email: brandin.bell@dhhs.nc.gov

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
   Registrar: Brandin Bell 919-527-6364
   Email: brandin.bell@dhhs.nc.gov

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
   Registrar: Brandin Bell 919-527-6364
   Email: brandin.bell@dhhs.nc.gov

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 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 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

Holiday Inn Airport
2707 Little Rock Road
Charlotte, NC
704-394-4301

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

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 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 Hotels

Several hotels 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

Bordeaux Inn
1707 Owen Drive
Fayetteville, NC
910-323-0111

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

Holiday Inn @ I95
1944 Cedar Creek Road
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 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 336-334-4822 or 336-454-1126.

Directions to Guilford Technical Community College, Adult Education Center (Greensboro Campus)

Traveling from South to Greensboro – (Business I-85 North/1-40 East) to Highway 70

Traveling from the South take Business I-85 North to Greensboro. Continue onward for several miles and follow route markers for I-40 East/I-85North (Business) heading towards Durham. The road will fork so be sure to stay in the left hand lanes and follow the sign that says **I-85 North Business /I-40 East (Thru Traffic Left Lanes).** You will go approximately 6.8 miles and take **Exit 227 (I-85 S to Hwy 70). Once you take this exit stay to the right 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 Tech Comm. College entrance and bear to the right to enter the Adult Education Center parking lot.

Traveling from South to Greensboro via I-85 Interstate/Bypass to Highway 70

Traveling Interstate I-85N/I-40E/70 to Greensboro to by pass city traffic. Traveling into Greensboro the highway will fork and you will need to stay to the left in order to pick up I-85 North Interstate and bypass business traffic. Continue on straight for several miles and take Exit 131. Then continue on straight following the signs to Hwy 70. Travel approximately 2 miles, and as you approach the end of the 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 Tech Comm. College entrance and bear to the right to enter the Adult Education Center parking lot.

Traveling to Greensboro via I-85/40West: Once you pass the Mount Hope Church Road

Exit keep right to take I-40 W/I-85-BR S via Exit 131 toward I-70/Greensboro/Winston Salem (travel 0.4 mi) and take Exit 227 toward US-70/US-29N/US-220N (travel 0.6 mi) and merge onto Future I-840 W. Merge onto US-70 W via Exit 19 toward US-29N/US-220 N. 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 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 Tech Comm. College entrance and bear to the right to enter the Adult Education Center parking lot.

From I-40 traveling East from Winston Salem toward Greensboro

Stay in the right hand lane and follow signs for I-40 East: Greensboro/Raleigh. Go approx. 7.0 miles and stay in left hand lane, following signs for I-40 E and I-85 N Business/Durham. Go approximately 6.8 miles to **Exit 227**: I-85 South and To Hwy 70. Once taking this exit stay to the right (and make an immediate right turn onto Hwy 70/Future 840). 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 Tech Comm. College entrance and bear to the right to enter the Adult Education Center parking lot.

Traveling from Highway 421 North 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 next stop light you will make a right turn and stay in the right lanes to take the 85-N Exit (Burlington/Durham). You will go approximately 6.8 miles and take **Exit 227 (I-85 S to Hwy 70). Once you take this exit stay to the right 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 Tech Comm. College entrance and bear to the right to enter the Adult Education Center parking lot.

Traveling from Highway 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 straight until you come to Penry Road and make a left turn. Make a left turn into the Guilford Tech Comm. College entrance and bear to the right to enter the Adult Education Center parking lot.

Traveling from 220 South to Greensboro: From Randolph, Montgomery, Moore county area, take Hwy 220N to Greensboro. Take Exit #79A and merge left onto Hwy 85N. Continue onward for several miles and follow route markers for I-40 East/I-85North (Business) heading towards Durham. The road will fork so be sure to stay in the left hand lanes and follow the sign that says **I-85 North Business /I-40 East (Thru Traffic Left Lanes).** You will go approximately 6.8 miles and take **Exit 227 (I-85 S to Hwy 70). Once you take this exit stay to the right 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 Tech Comm. College entrance and bear to the right to enter the Adult Education Center 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 and stickers must be displayed. Parking tickets are the responsibility of the participants.

Motels

www.visitnc.com

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.

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

Comfort Suites Four Seasons
3308 Isler Street
Greensboro, NC 27407
336-235-4002

Drury Inn
3220 High Point Road
Greensboro, NC 27407
336-856-9696

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**
	(336) 334-4822
Greensboro Regional Training Center	**(336) 954-1747**

*** 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 4 Regional Training Centers, classes will be cancelled if the public schools in that area are closed.

GUIDELINES FOR REGISTRATION

1. On-line registration applications can be submitted at http://www.ncswlearn.org.
2. Please carefully follow the steps for completing your registration online. If you are a supervisor and need help to register a new employee, click on https://www.ncswlearn.org/help/faq.aspx. This takes you to the Frequently Asked Questions page. Question #12 provides instructions in a drop down box for registering employees.
3. Your name will appear on the certificate as it does on the registration application.
4. Registrants' home phone numbers are requested in case of inclement weather.
5. Registrations will **ONLY** be accepted online.
6. Registration applications will **ONLY** be accepted after the registration opening date.
7. If you are registering for TIPS-MAPP 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 TIPS-MAPP Training.
8. Registrants who are accepted to the training event will receive a "Confirmation" letter. Registering online **does not guarantee** that you are registered for a training event. Confirmation letters will be emailed after registration closing dates to the enrolled person.
9. If a training event has reached its maximum number of participants, additional registrants will receive a "Waiting List" email or an "Event Full" email.
10. If space is available after the registration closed date, registration will be accepted **ONLY** after prior communication with the registrar for that event. Registrars will provide instructions on how to register.
11. 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.
12. 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 registrar prior to the training.
13. **Participants "MUST" be present for the entire training unless it is an emergency.**
14. If you are making up for a missed training day, you must submit online a registration application, indicating the training days you need to make up.
15. All participants must pre-register for all training events based upon the opening and closing dates listed online for each course.
16. A participant who is already enrolled for a training event and is unable to attend needs to cancel. **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 (PLP)*", and then click on the link "*cancel*" next to the specific training event. **If less than 72 hours,** you must contact the registrar via email by clicking on the registrar name link.
    (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. **If less than 72 hours,** you must contact the registrar via email by clicking on the registrar name link. .
17. **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.**

18. When personnel or schedule changes occur in your agency and you are not going to attend a training for which you are enrolled, please be sure to cancel your registration as soon as possible. This will make it possible to meet the training needs of staff from other agencies.
19. Cancellation for training events 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.
20. 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.
21. 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.
22. 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.*
2) Family Support and Family Resource Center workers and supervisors will receive priority for *Connecting with Families: Family Support in Practice.*
3) CPS In-Home Child Welfare Services Staff are encouraged to attend this training and registrations will be accepted as space allows following the registration 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 as space allows following the registration closing date..
2) Staff from private child-placing and adoption agencies may attend *Adoptions in Child Welfare Services* depending upon availability of space following the registration closing date.
3) Staff from private child-placing agencies and Mental Health (therapeutic homes) may attend *Foster Home Licensing in Child Welfare Services* depending upon availability of space following the registration 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 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.

Trauma Informed Partnering for Safety and Permanence: Model Approach to Partnerships in Parenting (TIPS-MAPP) (300 level):

1) Registrations are accepted beginning on the opening date listed on ncswlearn.org.
2) Child welfare social workers employed in NC County Departments of Social Services and staff from licensed private child placing agencies (or agencies nearing the completion of the licensing process with North Carolina) are eligible to apply and must complete both the registration form and the "Application for Admission to TIPS-MAPP Training (located at https://www.ncswlearn.org/help/registrationform.aspx. Detailed information on qualifications for eligibility to attend, as well as the registration process, may be found in this document under the course description for TIPS-MAPP.
3) This course is also open to foster and adoptive parents who have a minimum of 2 years accumulated experience parenting foster or adoptive children. The foster/adoptive parents must have a firm commitment from a licensed child placing agency to co-lead TIPS-MAPP sessions. In addition to the registration form and the "Application for Admission to TIPS-MAPP training", the agency contracting with an experienced foster parent who will be co-leading the TIPS-MAPP sessions, should fax a letter verifying the foster/adoptive parents' experience and the agency's commitment to involvement of the foster/adoptive parent in the group sessions. Detailed information on qualifications for eligibility to attend, as well as the registration process, may be found in this document under the course description for TIPS-MAPP.

Trauma Informed Partnering for Safety and Permanence: Model Approach to Partnerships in Parenting (TIPS-MAPP) Leader Update Certification Training (300 level):

In addition to submitting an online registration via ncswLearn.org, the Application for Admission to TIPS-MAPP Leader Update Certification Training is required and is located at https://www.ncswlearn.org/help/registrationform.aspx. Detailed information on qualification for eligibility to attend, as well as the registration process, may be found in this document under the course description for TIPS-MAPP Leader Update Certification Training.

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:

- **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. **Note:** The ITA tool is available only to County DSS child welfare supervisors and social workers whose job functions are CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services, Family Preservation, Family Support, Child and Family Teams Facilitator, Child Placement, including LINKS (Independent Living), Foster Home Licensing, or Adoptions.
- **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?

Child Welfare 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 as long as they meet eligibility requirements.

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 unique e-mail.

To use ncswLearn.org, each person must have a unique e-mail address so you can create your ncswLearn.org account. Preferably this address should be a work-related one.

Registrars

A Registrar is assigned to each training event. For an up to date list of Registrars go to https://www.ncswlearn.org/help/registrar.aspx.

Other Important Points

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

Who will receive confirmation letters?
Confirmation letters will be emailed 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 NC* is an exception—confirmation letters for this course will be 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.

How to Cancel out of Training Online?
To cancel **your own** registration online: select "*My Personalized Learning Portfolio (PLP)",* and then click on the link "*cancel*" next to the specific training event. **If less than 72 hours,** you must contact the registrar via email by clicking on the registrar name link.

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. **If less than 72 hours,** you must contact the registrar via email by clicking on the registrar name link. Contact information for registrars may be found at https://www.ncswlearn.org/help/registrar.aspx.

Please Note:
Training may be cancelled for any unforeseen event such as inclement weather, illness of a trainer or lack of number of participants needed for training. **The Division reserves the right to determine the maximum or minimum number of participants for training based on the nature of the course, space or any other factors that would affect an optimal learning environment.**

County Training Manager Resources
There is a section on ncswLearn.org where your county's designated DSS staff development manager or a training coordinator can manage all aspects of training related to your child welfare staff. To gain access to this feature, your agency's staff development or training coordinator will need to contact the site's web administrator by going to www.ncswlearn.org, clicking on the "Help" option in the menu at the top of the screen, and requesting access rights.

TRAINING GUIDELINES AND POLICIES FOR AN EFFECTIVE LEARNING EXPERIENCE

The N.C. DSS 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 this document.

- **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 and any handouts requested and to the training. Training begins at 9:00 a.m. Plan to allow plenty of time in order to get to the training site on time.

- Participants enrolled in online courses must make sure their computer meets the following requirements:
    - **Broadband Internet access**
    - **Adobe Flash Player** (latest version) must be installed on your computer as a plug-in to the Web browser for video and audio capability. A free Flash Player is available for downloading at http://www.adobe.com/products/flashplayer.
    - **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 as needed.

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.**
- If training takes place at the Asheville, Charlotte or Greensboro Regional Training Centers, participants will need to complete a community college registration form on the first day of training.

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.

- 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. If training takes place at the Asheville, Charlotte or Greensboro Regional Training Centers, continuing education credits from the community college will be given.

- **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 emailed to your supervisor informing them of your status. For trainer information please go to https://www.ncswlearn.org/help/trainer.aspx.**

- Supervisory contact should be limited to avoid interrupting your employee's training. Frequent phone calls to your worker are often distracting, decreasing the individual's concentration.

- Use cell phone, including text messaging, outside the classroom during breaks.

AFTER

- As your feedback is very important to the Staff Development Team, please complete the electronic Participant Satisfaction Form (e-PSF). Participants will receive an email with a link to the e-PSF. 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.
  For trainer information go to https://www.ncswlearn.org/help/trainer.aspx.

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

FOR SUPERVISORS: HOW TO REGISTER MY EMPLOYEES ONLINE

In order to register your employee online for training, the employee must be in the system, be linked to you as a supervisor and show up in your list of employees.

1. Select "Supervisor Resources" --> click "Employee Management."
2. If the employee is on your list of employees, go to the step below, 'Register my employee for a training event'.

Employee is not on my list

1. If the employee is not on your list of employees, select "Employee Management" --> click "Add a New Employee."
2. Enter employee's first and last name --> click "Search for Employees."
3. If the employee is already in the system, the name will appear in a table. Go to the step below, 'Request to be assigned supervisor'.
   If the name does not appear and you are fairly sure this person has been employed by a NC County DSS and should be in the system, double-check the spelling and try searching with only the last name. If you still don't find them, go to the step below, 'Add employee to system.'

Request to be assigned supervisor

1. You will need to create a request to make you the supervisor of the employee by clicking "Select" to the left of the employee's name. Then, click "Select" again.
2. Now the change request is waiting for approval. Click "Close window."
3. The employee is now shown in the table "My requests to be Assigned Supervisor of Existing Employees." The change request should be approved within a few minutes to an hour.
4. Click "Refresh Employee Listing."
5. Once the request has been approved, you will receive an e-mail, and the person will show up in your employee list. (You may need to click "Refresh Employee Listing.") You can now register them for training. Go to the step below, "Register my employee for a training event."

Add employee to system

1. If you are searching for a person and still getting no results, then click "Enter Employee Information" and complete it.
2. Then, click "Finish."
3. The next page says - Add a New Employee: Record added successfully. Click "Close Window."
4. The new employee will show up in your list of current employees.

Register my employee for a training event

1. Select "Supervisor Resources" --> click on "Search for a Training Event."
2. When you find the event you are looking for, click "Add to Employee Registration Cart."
3. Choose employee from list. (If employee is not on your list go to the step above 'Employee is not on my list.')
4. After choosing the employee from the list, complete employee details (4 pages). Then, click "Add Training Event to Employee Registration Cart."
5. The next page will ask, How would you like to proceed? When you click "Continue Registration," you will see the page - Final Step to Submit Registration.
6. Click the grey button, "Submit All Registration Applications," to complete the registration application.

If you follow these steps and are still having difficulty please submit a request for assistance at: ncswlearn.org and click on Help, Website Administrator/Help Desk, type your name, your e-mail address, subject, your message, and send message.

Statewide Training Partnership
Application for Admission to TIPS-MAPP Training

Since TIPS-MAPP is a certification program, each question below must be answered in order to complete the registration process. Please complete with registration. If you have questions call Brandin Bell at 919-527-6364.

Name _____ **Phone** _____

Agency _____ **Location and Dates of Training Event** _____

	Yes	No
Are you a Social Worker employed by a County DSS? If yes, what is your Personnel classification (Social Work Trainee, Social Worker I, etc?) _____	___	__
Are you employed by a private child placing agency licensed by the State of NC?	___	__
Are you an experienced foster/adoptive parent? If yes, how many years of experience do you have with foster/adoptive children living in your home?_____	___	__
Have you previously been placed on a waiting list or received an "Event full" notice when you tried to enroll in TIPS-MAPP or Leader Update? If yes, please explain the circumstances._____ _____	___	__
Will you be training TIPS-MAPP to prospective foster/adoptive parents?	___	__

Circle Highest degree completed: High school Associate Bachelor Master Doctorate
Field of Study_____

Do you have a degree in social work? ___ ___
If no, please describe your child welfare experience:

Job Title: _____ **From**_____ **to** _____

Job Title:_____ **From**_____ **to**_____

Job Responsibilities: (please be specific about your roles in child welfare)
_____
_____
_____

For foster/adoptive parents:
If you are a foster/adoptive parent who will partner with a county DSS or private child placing agency to provide TIPS-MAPP training, please fax a letter from your agency verifying that you will be partnering with agency staff to provide the training to prospective foster/adoptive parents. Fax to Brandin Bell at 919-334-1173.
For persons (including temporary agency staff) contracted to provide TIPS-MAPP:
Please fax verification (such as a signed contract, an MOU, or a letter from the contracting agency) that you will be providing TIPS-MAPP training. Fax to Brandin Bell at 919-334-1173.

Application for Admission
TIPS-MAPP Leader Update Certification Training Sessions

For Certified MAPP-GPS Leaders Only

Background: TIPS-MAPP Leader Update Certification Training Sessions are a three day training event for certified MAPP-GPS Leaders only. This three day session will provide certified MAPP-GPS Leaders with an opportunity to become familiar with the differences between the MAPP-GPS and TIPS-MAPP curricula and prepare certified MAPP Leaders for delivering the TIPS-MAPP curriculum.

Additional information is required to facilitate the registration process. Please complete and submit with registration. For questions call Brandin Bell at 919-527-6364.

Name _____ **Phone** (o)_____ (c)_____

Agency _____ **Location and Date of Training Event** _____

---

1. Were you certified as a MAPP-GPS Leader in North Carolina? Yes No

   If no, where were you certified? _____

2. Is your agency willing to transition to TIPS-MAPP? Yes No Not Sure

3. Will you be training TIPS-MAPP to prospective foster/adoptive parents **within the next 6 months**? Yes No

   If no, when do you anticipate training TIPS-MAPP? _____

4. With whom will you be co-training TIPS-MAPP?_____

5. Is he/she TIPS-MAPP certified? Yes No

   If no, when will he/she be certified?_____

---

6. Are you an experienced foster/adoptive parent? Yes No

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 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 locate policy and practice information on the Division's website, and where to locate other pertinent child welfare practice resources.

Computer Requirements for online components: The computer that the participant will use to access the online course must have the following settings. We encourage participants to contact the Information Manager at their agency for assistance in case of questions regarding the requirements:

- Broadband Internet access;
- Internet Explorer Web browser 6.0 or higher (recommended), Firefox or Mozilla Web browsers will also work.
- Adobe Flash Player (latest version) must be installed on your computer as a plug-into the Web browser (for video and audio capacity) ;
- Speaker and/or headset for listening to the online portion of this course. Depending on where your workers will be taking the online course (e.g., shared office, a public computer lab) they may need a headset to avoid disturbing others;
- A mic or mic/headset combo to participate in the live online section of this course when indicated by classroom trainer.

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 end with a discussion regarding cultural awareness and interviewing strategies to 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 session.

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 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 In-Home Services, CPS Occasional On-Call, Child Placement including Independent Living (LINKS), Foster Home 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.**

CPS Occasional On-Call workers having duties involving direct contact with clients or Occasional On-Call supervisory back up for these staff members are required to take *Child Welfare in North Carolina (pre-service training).* Occasional On-Call (with duties that do not include direct client contact) or On-Call supervisory backup for these staff are required to take either *Child Welfare in North Carolina (pre-service)* OR *Intake in Child Welfare Services* AND *CPS Assessments in Child Welfare Services.*

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.

BUILDING AWARENESS AND CULTURAL COMPETENCY
(200 Series, Tier 1)

Building Awareness and Cultural Competency, is a three-day interactive, foundational training designed to enhance the cultural knowledge and sensitivity of social workers and supervisors working with culturally diverse individuals and families.

Day one of the training is designed to develop participants' knowledge of significant facts and concepts related to cultural competency, diversity and inclusion. Content and exercises are used to establish baseline knowledge and shared understandings around the nature of these issues and their impact on participants' work to improve the lives of families and children.

Day two assists participants in making connections between theory and their own experiences. Through group work, case studies, brief lectures and activities, participants develop personal awareness by exploring their own cultural lenses, uncovering implicit biases and automatic assumptions, and examining the potential impact of these factors on interpersonal relationships and human services. This session also allows participants to develop strategies for interpersonal awareness through an exploration of cultural norms and values. Awareness-building is a critical first step in developing the cultural competencies necessary for effectively responding to diverse families and communities.

The final day of the training introduces participants to a range of tools that facilitate continued personal awareness, cross-cultural communication, relationship-building, and collaboration in multicultural communities.

The training ends with each participant developing a personal diversity goal. This goal establishes a foundation and opportunity for utilizing the knowledge, awareness and skills acquired during the training.

Prerequisite: (For NCDSS Child Welfare Staff): Child Welfare in North Carolina or completion of other required pre-service training based upon 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 (DSS) in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services and Child Placement including LINKS, Foster Home Licensing, or Adoptions. County staff members are encouraged to attend this training as a team comprised of their System of Care and/or other external partners, and stakeholders, GALs, mental health and domestic violence services providers, Work First and other DSS partners.

Required for: New child welfare social workers and supervisors hired to perform or supervise child welfare services in a County DSS (as listed above under "open to"). Course should be taken within the first year of employment.

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.
.

CHILD DEVELOPMENT AND THE EFFECTS OF TRAUMA
ONLINE COURSE
(200 Series, Tier 1)

Child Development and the Effects of Trauma is a blended online course with self-paced modules and a live session that focuses on developmental milestones, attachment, parenting styles, normal brain development, and the effects of trauma. In order to meet all learning styles the course provides a variety of activities and approaches, including videos, case studies, interactive games, and mini quizzes. There is also a final knowledge assessment to ensure learning. The course was developed through funding from the North Carolina Division of Social Services (NCDSS) 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 course was formerly entitled *Child Development in Families at Risk.* It has been revised to include updated research on brain development, trauma, and attachment.

LEARNING OBJECTIVES: At the end of this online course participants will be able to

- Identify at least three physical, three cognitive, and three social/emotional milestones for infancy and early childhood.
- Identify at least two characteristics of development for each domain for school-age and adolescence.
- Describe at least one process of normal brain development for each developmental stage (infancy and early childhood, school age, and adolescence).
- Accurately define the concept of attachment and list three strategies for building positive attachment.
- List at least six of the nine inborn temperament traits and the three common clusters of traits.
- Explain the concept of goodness of fit and give at least two examples.
- Describe authoritative parenting and explain why it supports healthy development.
- Describe traumatic stress and three ways it impacts brain development.
- List the three components of psychological safety.

COURSE STRUCTURE: Participants will have opportunities throughout the training to receive learner support including access to a course facilitator through online office hours, tips for effectively completing an online training, and help if they need it. In order to receive a certificate of completion, participants must complete the following course requirements:

- Complete the **Pre-course Knowledge Assessment.** This assessment is not graded, and individual results will not be shared with anyone. It should only take 10 minutes or less. The Knowledge Assessment helps you identify where to focus your learning, and help us evaluate how effective our training is. A few weeks before the course begins you will receive an email from the online facilitator containing a link to the Pre-course Knowledge Assessment.
- **"Self-Paced" Online Session**: Participants will have approximately four weeks to complete the self-paced modules of the course, including watching all of the videos when prompted (about 8-9 hours of online work). The self-paced modules focus on foundations of development; normal developmental milestones, attachment, and parenting for infants and preschool-age children, school-age children, and adolescents; normal brain development throughout childhood; and the effects of trauma on brain development.
- Complete the **Follow-up Knowledge Assessment** online to assess their learning. Participants must complete all self-paced modules and the knowledge assessment in order to take the live session.
- **"Putting It into Practice" Live Online Session:** Participants will then have a two and a half hour, interactive online session focusing on applying participants' learning. You will have the opportunity to ask questions and review the material covered in the self-paced modules. **Note:** To participate in the live online session a microphone must be plugged into the computer.

CHILD DEVELOPMENT AND THE EFFECTS OF TRAUMA
ONLINE COURSE (200 Series, Tier 1)
(continued)

COMPUTER REQUIREMENTS:

- A unique email address (used only by the worker);
- Computers **must** have:
  - A mic or mic/headset combo to participate in the live online session of this course. We recommend that you or your Information Technology (IT) person check your equipment prior to the live online session; to test your microphone/headset ahead of time please visit https://jif/adobeconnect.com/mictest/. **Note:** Enter the test room as a guest;
  - External speaker or, to avoid disturbing others, a headset for listening to the course;
  - Broadband Internet access;
  - Adobe Flash Player (latest version) 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.

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, and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

Required for: This course is required for all child welfare social workers and supervisors employed in a county DSS, and it should be taken within the first year of employment.

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.

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. *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).

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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions. This course is also open to new attorneys and other legal staff representing DSS in juvenile court.

Required for: This course is mandatory for all child welfare staff employed in a county DSS. The course should be taken within the first year of employment. .

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.

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. The course will also help social workers understand, interpret, and communicate with medical professionals regarding those examinations. In addition, social workers will learn how to help families understand their children's follow-up care instructions received as part of those examinations. *Medical Aspects* was developed through funding from the North Carolina Division of Social Services (NCDSS) 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).

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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

Required for: This course is mandatory for all child welfare staff and supervisors employed in a county DSS. The course should be taken within the first year of employment.

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.

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

Some events will be co-trained by a family partner trainer who will be available to offer additional insight through their personal experience with Child and Family Teams in their family. This is an excellent opportunity to explore with the family partner trainer how the CFT process can build partnerships with families that support success. To see which events will be co-trained by a family partner, please see information listed on www.ncswLearn.org.

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 through funding from the North Carolina Division of Social Services (NCDSS) 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: NCDSS Child Welfare Staff must complete *Child Welfare in North Carolina* or other required pre-service training based on date of employment and functional responsibilities**.**

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

Required for: This course is **required** for all child welfare social workers and child welfare supervisors. This course is also required for anyone who will be contracting with DSS to facilitate Child and Family Team meetings in high and moderate risk cases.

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.

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).

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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

Required for:

- New child welfare social workers and supervisors hired to perform or supervise Adoption Services function in a County DSS. Course should be taken within the first year of employment.
- DSS child welfare workers and supervisors who assume the new function of Adoption Services within their agency or a new agency. Course should be taken within 3 months of assuming the new responsibility.

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.

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

Connecting with Families: Family Support in Practice is a six-day **specialized** curriculum designed for family support, self-sufficiency case managers, and family resource center workers that provides instruction in the skills necessary for working successfully with families and individuals in center-based programs, in community-based programs, in support groups of all kinds, and through home visiting. The foundation of this training is the six principles of partnership, and participants will learn a variety of tools and strategies to enhance their ability to provide customer-centered services as well as to motivate customers to make changes in their lives. This training is interactive and skill-based.

Prerequisite: None

Open to: Direct service providers and program managers of Family Support or Family Resource Centers contracting with the Division are eligible to attend this training.

Required for: This workshop is required for direct service providers and program managers of Family Support or Family Resource Centers contracting with the Division of Social Services. Staff is expected to attend this training within the first fiscal year of funding.

Contact Hours: 36 contact hours

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 CPS Assessments with families who have been referred for possible child abuse, neglect or dependency. This training provides instruction and skills practice in family-centered approaches while conducting both family assessments and investigative assessments. Training topics include: Chapter 8, Section 1408: CPS Assessments Policy; strengths-based, solution-focused interviewing with parents, children, and collaterals; recommended formats for initial and follow-up home visits; structured decision-making tools; frontloading services; Child and Family Teams, 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. ***If you have already completed Investigative Assessments and Cornerstone III you are welcome to attend this training, but it would not be mandatory***.

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.

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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

Required for:

- New child welfare social workers and supervisors hired to perform or supervise CPS Assessment in Child Welfare function in a County DSS. Course should be taken within the first year of employment.
- DSS child welfare workers and supervisors who assume the new function of CPS Assessment Services within their agency or a new agency. Course should be taken within 3 months of assuming the new responsibility.

IMPORTANT NOTE:
Occasional On-Call (with duties that do <u>not</u> include direct client contact) or On-Call supervisory backup for these staff members are required to take either ***Child Welfare in North Carolina*** *(pre-service training)* <u>OR</u> ***CPS Assessments in Child Welfare Services*** <u>AND</u> ***CPS Intake in Child Welfare Services***.

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.

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

CPS In-Home Child Welfare Services 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, policy for In-Home Services provision, reassessment decision-making tools, child and family teams, monitoring the case, case closure/transition, and case documentation. The highlight of this curriculum is learning skills from each other. On day four participants share skills, techniques, tools and ideas used in their work with families. From this experience, participants acquire a set of tangible tools to add to their repertoire.

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 (DSS) in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services and Child Placement including LINKS, Foster Home Licensing, or Adoptions.

Required for:

- New child welfare social workers and supervisors hired to perform or supervise In-Home Services function in a County DSS. Course should be taken within the first year of employment.
- DSS child welfare workers and supervisors who assume the new function of In-Home Services within their agency or a new agency. Course should be taken within 3 months of assuming the new responsibility.

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.

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

Family Preservation workers and social workers often work intensely with families in their homes as a regular part of their intervention and engagement with them. *Family-Centered Practice in Family Preservation Programs* is a five-day specialized curriculum, designed for family preservation and other home-based services workers, to gain instruction in the skills necessary for successful in-home intervention. This training, organized around a six-stage Intervention Cycle, includes tools and strategies for each phase of involvement- Joining, Discovery, Change, Celebration, Separation and Reflection. Utilizing video snippets from a feature film and reading the case study material created based on the family depicted, participants have a unique opportunity to work through each of the intervention stages; learning and practicing tools to engage even challenging clients from the first meeting to case closure. Special attention is paid to keeping all family members involved in setting achievable goals and specific ways to identify and strengthen protective factors to increase safety.

Prerequisite: None

Open to: This course is open to agencies that contract with the NC Division of Social Services to provide Intensive Family Preservation Services and to child welfare social workers and supervisors employed in a NC county Department of Social Services. There are many skills and tools in this training that would benefit most workers that are spending time working with families (biological or foster) in their home environment.

Recommended for: Agencies that contract with the NC Division of Social Services to provide Intensive Family Preservation Services are **required to** complete this five-day course. Direct service workers and supervisors are **required** to complete this course **prior** to accepting any case assignments.

This course is **recommended for** child welfare social workers hired to perform CPS In-Home Services in a County DSS, who interacts with children and families in their home environment; supporting and strengthening families' ability to maintain their children safely within the home.

Contact Hours: 30 contact hours

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

Foster Home Licensing in Child Welfare Services is a three-day **specialized** curriculum which covers the process of licensing foster parents in a county Department of Social Services or licensed private child-placing agency. The curriculum topics include NC licensing procedures, forms, 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).

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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions. This course is also open to social work staff of licensed private therapeutic and foster care agencies.

Required for:

- New child welfare social workers and supervisors hired to perform or supervise foster home licensing functions in a County DSS or a licensed private child-placing agency. Course should be taken within the first year of employment.
- DSS or child-placing agency workers and supervisors who assume the new function of Foster Home Licensing services within their agency or a new agency. Course should be taken within 3 months of assuming the new responsibility.
- Individuals or agencies contracting to provide Foster Home Licensing in a county DSS or private child-placing agency. Course should be taken by those individuals within 3 months of assuming those responsibilities.

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.

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 of the strengths-based, structured intake process and with an opportunity to practice using the structured intake tool. 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.

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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

Required for:

- New child welfare social workers and supervisors hired to perform or supervise Intake services function in a County DSS. Course should be taken within the first year of employment.
- DSS child welfare workers and supervisors who assume the new function of Intake services within their agency or a new agency. Course should be taken within 3 months of assuming the new responsibility.

IMPORTANT NOTE:
Occasional On-Call (with duties that do <u>not</u> include direct client contact) or On-Call supervisory backup for these staff members are required to take either *Child Welfare in North Carolina (pre-service training)* <u>OR</u> *CPS Assessments in Child Welfare Services* <u>AND</u> ***Intake in Child Welfare Services.***

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.

INTRODUCTION TO SUPERVISION FOR CHILD WELFARE SERVICES
(200 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).

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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

Required 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.

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

NAVIGATING CHILD AND FAMILY TEAMS:
THE ROLE OF THE FACILITATOR
(200 Series, Tier 2)

This three-day learning event is an intensive skill-building opportunity for those who will be facilitating child and family team meetings. Participants will learn how to effectively facilitate child and family teams by first understanding how the role of the facilitator differs from that of the traditional social worker. Strategies will be presented for partnering with the case-carrying social worker, creating an environment of physical and emotional safety, encouraging effective communication amongst child and family team participants, managing conflict and denial, and including the voices of children and youth at meetings. Trainees will also discuss the importance of attending to family culture. The highlight of this training is a mock child and family team meeting in which participants experience the process firsthand. This is a fun, engaging, and provocative skill-building experience, and full attendance for all three days is required. Participants will leave this training with a personal action plan that will include opportunities for ongoing learning. This course was developed through funding from the North Carolina Division of Social Services (NCDSS) by the Center for Family and Community Engagement at North Carolina State University.

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

Open to: This course is open to Child Welfare and Work First social workers and supervisors, other county DSS staff, facilitators, community providers, and staff from other agencies in the community who will be involved or participating in DSS Child and Family Teams.

Required for: This course is **required** for anyone facilitating Child and Family Team meetings in high and moderate risk cases and recommended for anyone who facilitates Shared Parenting Meetings and other forms of family meetings. **Note**: This course is a revised version of the four-day training *Anchors Away! How to Navigate Child and Family Teams: The Role of the Facilitator.* Therefore those who have completed *Anchors Away!* are <u>not</u> required to take this course.

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.

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).

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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

Required for:

- New child welfare social workers and supervisors hired to perform or supervise Placement services in a County DSS. Course should be taken within the first year of employment.
- DSS child welfare workers and supervisors who assume the new function of Placement within their agency or a new agency. Course should be taken within 3 months of assuming the new responsibility.

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.

IV-E: AN OVERVIEW
(300 Series)

IV-E: An Overview is a one-day specialized curriculum focusing on the laws and policies regarding IV-E funding for children in the custody of placement responsibility of County Departments of Social Services. Topics covered include the importance of IV-E funding, court requirements, required court language, documentation, and eligibility and redetermination requirements. Participants will have opportunities to apply their understanding and knowledge about IV-E eligibility through selected vignettes.

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 staff and supervisors employed in a NC County Department of Social Services (DSS) in the areas of Income Maintenance, Work First, 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 curriculum is recommended for County DSS Staff responsible for IV-E eligibility for children, IV-E eligibility must be determined as the point of removal and is heavily dependent upon specific court order language; therefore, CPS social workers are strongly encouraged to attend. This course is also recommended for income maintenance staff that help establish AFDC connectedness and eligibility, which is a component of IV-E eligibility.

Prerequisites: Child Welfare in North Carolina: Pre-service Curriculum for new workers and supervisors.

Contact Hours: 6 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.

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 through funding from the North Carolina Division of Social Services (NCDSS) 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, facilitators, community providers, and staff from other agencies in the community who will be involved in or participating in DSS Child and Family Teams.

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

Contact Hours: 6 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.

ADOPTION ASSISTANCE ELIGIBILITY
(300 Series – Online)

Adoption Assistance Eligibility is a two-hour synchronous (live) online course. Participants who attend this training will leave with an understanding of how to determine eligibility for adoption assistance. Requirements for vendor payments and non-recurring costs will also be included in this course.

Learning Objectives: At the end of this course participants will be able to

- identify whether a child meets the requirements for an applicable or non-applicable child.
- successfully determine whether the three parts special needs requirements are met.
- successfully determine eligibility for IV-E and IV-B adoption assistance.
- identify the five requirements for reimbursement of non-recurring costs for finalizing an adoption.
- describe the process for accessing vendor payments.

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: 2 hours. This training can be credited toward the 24 hour continuing education component for child welfare staff according to G.S. 131D-10.6A(b).

Technical Requirements: To participate in the **Synchronous Online Session,** participants **must** have:

- A computer with Broadband Internet access and Adobe Flash Player (latest version) installed as a plug-into the Web browser.
- A telephone line for audio.

Open To: This course is open to child welfare staff and supervisors employed in a NC County Department of Social Services (DSS) in the areas of Child Placement or Adoptions.

Recommended For: This curriculum is recommended for County DSS staff responsible for determining children's eligibility for adoption assistance and non-recurring costs for adoption. This course is also recommended for any child welfare staff who are responsible for managing requests for vendor payments on an ongoing basis.

Questions: If you have questions about the appropriateness of this course in relation to your job responsibilities, please contact: Susan Sanderson, Local Support Operations Team, NC DSS Child Welfare Services Section – 910-293-4356.

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. This course was developed through funding from the North Carolina Division of Social Services (NCDSS) 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:

- ✓ Meet the computer requirements listed below. **Note: To participate in the live online sessions you must have a microphone for your computer;**
- ✓ Attend the 2.5 hour "Foundation" live online session;
- ✓ Complete the "Self-paced" online session (approximately 6–8 hours)
- ✓ Take the Knowledge Assessment
- ✓ Attend the 2.5 hour "Putting It into Practice" live online session

(a) **"FOUNDATION" LIVE ONLINE SESSION:** This two and half 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 <u>self-paced online</u> session (about 6-8 hours of online work). This session contains four learning modules and first-person account readings. 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, depression, bipolar disorder (manic-depression), and borderline personality disorder.

(c) **KNOWLEDGE ASSESSMENT:** After completing all four modules and readings, participants must take the Knowledge Assessment in order to participate in the "Putting It into Practice" live online session. The deadline for completion of knowledge assessment is two days before the live online session

(d) "**PUTTING IT INTO PRACTICE" LIVE ONLINE SESSION**: This two and half 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 **<u>must</u>** have:
  - A mic or mic/headset combo to participate in the live online sessions of this course. **We recommend that you or your Information Technology (IT) person check your equipment prior to the live online sessions; to test your microphone/headset ahead of time please visit *https://jif.adobeconnect.com/mictest/* Note: enter the test room as a guest;**
  - External speaker or headset for listening to the online course–to avoid disturbing others;
  - Broadband Internet access; and
  - Adobe Flash Player (latest version) 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 (DSS) in the areas of 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: 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 18/39 hours of additional training within the first year or the 24 hour continuing education requirement.

ASSESSING AND STRENGTHENING ATTACHMENT
(300 SERIES)

Attachment plays a central role in children's cognitive, social, and emotional development and general well-being. Because child abuse and neglect often interferes with attachment, child welfare professionals frequently encounter children and families struggling with attachment issues. This two-day classroom training will teach you about the attachment process, how secure and insecure attachment affect child development, and how to assess and build secure attachments between children and their caregivers. You will leave this course with new skills and ideas to use in your work with families. This course was developed through funding from the North Carolina Division of Social Services (NCDSS) by the Jordan Institute for Families at the UNC-Chapel Hill School of Social Work.

Note: This course was formerly entitled *Effects of Separation and Loss on Attachment* and it has been revised to include new research on trauma and attachment.

Perquisite: *Child Welfare in North Carolina (pre-service 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, and Child Placement, including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

Recommended for: This course is recommended for all child welfare staff employed in a county Department of Social Services.

Contact Hours: 12 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.

CHILD AND FAMILY TEAM FACILITATOR FORUMS

"The Center for Family and Community Engagement believes that sharing successes and challenges and supporting one another in a relaxed learning environment can have a positive impact on our work with families, children, and youth."

Facilitator Forums provide:

- Assistance to your agency facilitators in supporting, developing, and implementing programming around Child & Family Teams.
- An avenue to share resources and knowledge with other counties and child serving agencies regarding the implementation of Child and Family Team meetings
- A chance to develop on-going support and networks to assist you in facilitating and managing family-centered meetings.
- Quarterly opportunities to get together in person with others who are involved in the facilitation of family-centered meetings.
- Regional convenience across North Carolina – in the Western, Central, Southern, and Eastern regions.
- Additional online sessions (Elluminate) for workers to access learning opportunities from their workplace.

(These forums do not replace any mandatory training requirements for child welfare workers.)

Prerequisite: There is no pre-requisite necessary to attend these forums. Forums include workers from NCDSS, schools, mental health, and other agencies who collaborate with NCDSS and use Child and Family Team meetings to work with families.

Open to: All employees of Department of Social Service (DSS) agencies, including those human service agencies that are in partnership with DSS. There is NO FEE to attend these forums.

Recommended for: County DSS agency staff that facilitate and support the implementation of Child and Family Team meetings and staff of community agencies participating in Child and Family Team meetings.

To discuss possibilities or request services: Contact Billy Poindexter, TALS Coordinator, at wtpoinde@gw.ncsu.edu. You can also find further information about the Facilitator Forums at the Center for Family and Community Engagement's website: http://www.cfface.org/resources/index.php

PLEASE NOTE: Request for TALS services must be made directly to the TALS Coordinator or the Center for Family and Community Engagement; not through ncswLearn.

CHILD FORENSIC INTERVIEWING
(300 series)

Child Forensic Interviewing is a four-day competency-based training. The intended outcome of the training is to increase the skills of child welfare workers in conducting legally-defensible, developmentally sensitive interviews of alleged child and adolescent victims of child maltreatment. The curriculum will emphasize a "balanced" approach to interviewing that is designed to avoid errors of both undercalling and overcalling abuse. The training is designed for child protective service workers and their immediate supervisors.

The course will present an adaptation of the child forensic interview protocol developed by Michael Lamb and colleagues at the National Institute of Child Health and Development (NICHD). The training will include didactic presentations, video demonstrations, and small group exercises to enhance competency development. The training was adapted for North Carolina child welfare workers by Dr. Mark Everson through funding from the North Carolina Division of Social Services (NCDSS).

Prerequisite: *Child Welfare in North Carolina* or completion of other required pre-service training based on date or 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 Assessment, CPS Occasional On-Call, In-Home Services and Child Placement, including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

Recommended for: This course is designed for supervisors and child welfare social workers who are involved in the investigative 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: 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.

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

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 Assessment, CPS Occasional On-Call, In-Home Services and Child Placement, including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

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

Contact hours: 12 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.

COACHING CHILDREN'S CAREGIVERS THROUGH CHALLENGING MOMENTS
(300 Series)

Have you ever felt "stuck" with a family? Do you sometimes struggle with families who seem resistant to your efforts? In this three-day advanced practice training, you will learn coaching skills to help caregivers discover their own answers and develop problem-solving skills in order to address their family's specific needs. You will learn how to intentionally use coaching questions that balance maintaining MRS principles while addressing bottom line safety issues. Additionally, you will learn how to incorporate information on child development and behavior management into your coaching conversations in order to support caregivers in improving their parenting skills. Throughout the training you will have opportunities to observe different coaching styles and practice your own coaching skills using video clips and actual case studies.

Prerequisites: *Child Welfare in North Carolina (Pre-Service Training)* and Child Development in Families at Risk **OR** *Connecting with Families: Family Support in Practice* **OR** *Family-Centered Practice in Family Preservation Programs*.

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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions. 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 required 18/39 hours of additional training within the first year or the 24 hour continuing education requirement.

ENGAGING THE NON-RESIDENT FATHER FOR CHILD WELFARE STAFF
(300 series)

The recognition by the child welfare system of the need to engage fathers initially resulted from the federal Child and Family Service Reviews (CFSR) and the "What About the Dads?" report, which identified a lack of meaningful engagement of fathers by child welfare systems across the country.

With the North Carolina's last CFSR and resulting Program Improvement Plan, father engagement was identified as a practice area needing improvement. North Carolina received a financial penalty for not meeting program standards in this area. More importantly, the Division of Social Services recognizes the importance of engaging fathers to the ongoing safety, permanency, and well-being of children and appreciates the value their participation in a child's life can bring.

This two-day ***Engaging the Non-Resident Father for Child Welfare Staff*** course is designed to provide workers with knowledge to further support a practice shift toward engaging non-resident fathers in child welfare cases involving their children. The *Best Practice Guide for Engaging Fathers and Non-Residential Parents* will be discussed in this training along with interactive lecture, small and large group activities and experiential exercises designed to practice skills relevant to engagement strategies and techniques for engaging fathers and non-residential parents in the child welfare process.

This guide can be accessed at
http://www.ncdhhs.gov/dss/best_practices_pilot/misc/Practice%20Guide%20for%20Fatherhood%20Engagement.pdf

The original curriculum from which parts of this current course is adapted was developed and funded by the National Quality Improvement Center on Non-Resident Fathers and the Child Welfare System. In addition, the NQIC data content has been adapted from "Engaging Absent Fathers: A Training Outline" developed by Robert Brinker, MA, for the Pennsylvania Child Welfare Training Program, University of Pittsburgh 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 (DSS) in the areas of 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: North Carolina County DSS child welfare social workers, supervisors and program managers.

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.

ENGAGING THE NON-RESIDENT FATHER FOR SUPERVISORS
(300 SERIES)

Engaging the Non-Resident Father for Child Welfare Supervisors is a one day course for Supervisors designed to provide knowledge and skills to further support a practice shift toward engaging non-resident fathers in child welfare cases involving their children. In an effort to facilitate this practice shift, supervisors will build a critical awareness of their role and skills needed to support their staff in actively engaging non-resident fathers. Supervisors participating in this training will recognize the importance of supervisory practice that is consistent with providing supportive guidance and holding staff accountable for engagement of the non-resident father. Supervisors will also explore how their values, beliefs, and attitudes related to men and fathers influence the practice behavior of their staff. Best practices for engaging fathers and the non-residential parents are included in the training using interactive exercises and dialogue.

This course will prepare participants for:

- facilitating training on engaging non-resident fathers for staff in their County DSS agency
- becoming the resource person in their agency for father engagement information and practices designed to encourage partnerships with fathers to promote positive outcomes of safety, permanency, and well-being for children.

The development of this curriculum was funded by the National Quality Improvement Center on Non-Resident Fathers and the Child Welfare System.

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: North Carolina county department of social services (DSS) Child Welfare Supervisors.

Recommended for: North Carolina County DSS Child Welfare Supervisors.

Contact Hours: Six 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.

FOSTER HOME LICENSING: THE KEYS TO SUCCESS
SELF-PACED "ON-DEMAND" ONLINE COURSE
(300 Series)

Foster Home Licensing: The Keys to Success is a 2.5 hour, self-paced online course designed to improve the assessment and screening of prospective foster parents and assure accuracy and thoroughness of foster home licensing paperwork. This course was developed through funding from the North Carolina Division of Social Services (NCDSS) by the Family and Children's Resource Program, part of the Jordan Institute for Families at the UNC-Chapel Hill School of Social Work. This course does not replace the required course, *Foster Home Licensing in Child Welfare Services.*

Note: **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 ncswLearn.org. There is no hardcopy notebook for this course. At the end of this course, participants can print a certificate of completion.

Prerequisite: There are no prerequisites for this training.

Course Requirements: Participants must do the following to receive a certificate of completion:
- ✓ Meet the computer requirements listed below.
- ✓ Complete the entire online course, including all activities, and pass a final quiz.

Computer Requirements:
- ✓ A unique e-mail address (used only by the worker)
- ✓ Computers must have:
  - External speaker or headset—to avoid disturbing others;
  - Broadband Internet access;
  - Adobe Flash Player (latest version) must be installed on your computer as a plug-in to your Web browser (for video and audio capability).

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. This course is also open to child welfare professionals employed by private child-placing agencies.

Required for: This course is required for all child welfare staff from County DSS agencies and private child-placing agencies assessing prospective foster families and submitting foster home license applications. Foster Home Licensing workers employed prior to Aug. 1, 2011 have until November 1, 2011 to complete the online course. After Nov. 1, 2011, foster home license applications will only be accepted by County DSS staff or private child placing agency staff who have successfully completed the online course. Foster Home Licensing workers hired after August 1, 2011 must take the online course before submitting foster home licensing requests to the Division of Social Services' Regulatory and Licensing office in Black Mountain.

Recommended for: This course is recommended for child welfare social workers in County DSS agencies and child-placing agencies who assess prospective foster families, and/or provide pre-service training (such as TIPS-MAPP), and/or supportive services for licensed foster parents.

This course is also recommended for supervisors of staff who provide these services associated with foster home licensing.

Contact Hours: 2.5 contact hours

FOSTERING AND ADOPTING THE CHILD WHO HAS BEEN SEXUALLY ABUSED (CSA/MAPP)
(300 Series)

Fostering and Adopting the Child Who Has Been Sexually Abused is a four day **train-the-trainer** curriculum designed to train child welfare staff who serve in the role of trainer to develop the skills of foster and adoptive families who work with sexually abused children.

Participants will be able to train experienced foster and/or adoptive families to make an informed decision about their willingness and readiness to apply specialized skills for meeting the needs of sexually abused children.

Topics the participant will learn to train include: understanding child sexual abuse, handling the double trauma of sexual abuse and placement, responding to disclosures of prior sexual abuse, managing behaviors to meet the needs of children who have been sexually abused, handling false allegations of sexual abuse and teamwork with mental health, legal and social service providers for the child who has been sexually abused. *Fostering and Adopting the Child Who Has Been Sexually Abused* was developed by the Child Welfare Institute.

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

Open to: Child welfare social workers certified as TIPS-MAPP leaders. This includes therapeutic or private agency TIPS-MAPP leaders, as well as foster parent /adoptive parent TIPS-MAPP leaders.

Recommended for: This curriculum is targeted to Certified TIPS-MAPP Leaders who will train foster and adoptive families to parent children who have been sexually abused. Persons attending must be **certified TIPS-MAPP Leaders**. **Full participation in the four days is required for certification**

Participants should be advised that this training requires reading and homework in the evenings of the training session. Participants may wish to bring a tote bag or backpack to carry their books

Contact Hours: 26 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.

INTRODUCTION TO CHILD AND FAMILY TEAMS:
A CROSS SYSTEM TRAINING FROM THE FAMILY'S PERSPECTIVE
(300 Series)

An Introduction to Child and Family Teams: A Cross-System Training from the Family's Perspective is a two day experiential training developed in partnership with families in North Carolina. The goal of this training is to provide an overview of Child and Family Team meetings from the family's perspective. Families, through focus groups and through direct involvement in curriculum writing, provided essential guidance in the development of this training. The training is grounded in their knowledge and experience, especially regarding how to make Child and Family Teams a successful way to support the active involvement of families, children and youth in planning for the family.

This training seeks to reinforce the idea of "one family, one plan" by addressing Child and Family Teams through the lens of multiple systems as they affect families in their everyday lives. Participants should come ready to be actively engaged in the process for two full days. The majority of the training will be presented through the experience of a mock Child and Family Team meeting. At various times throughout the training, participants will serve as members of the meeting process and as observers of the meeting process. Trainers will provide opportunities for connection, introspection, conversation and exploration about how to best bring families to the table so that all parties are able to leave the Child and Family Team feeling successful.

The development of *An Introduction to Child and Family Teams: A Cross-System Training from the Family's Perspective* was coordinated by the Center for Family and Community Engagement at North Carolina State University in collaboration with the System of Care Child and Family Team Curriculum and Training Group.

Prerequisite: None.

Open to: Individuals working in a variety of organizations serving children, youth and families are encouraged and invited to attend. This includes, but is not limited to those working in: mental health, social services, juvenile justice and delinquency prevention, public health, and schools.

Recommended for: Individuals interested in learning more about how child and family teams can work in concert with other planning processes and how to create and maintain working partnerships with youth and families.

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.

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 through funding from the North Carolina Division of Social Services (NCDSS) 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: *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).

Open to: This course is open to child welfare social workers and supervisors employed in a NC County Department of Social Services (DSS) in the areas of 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 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 toward the required 18/39 hours of additional training within the first year or the 24 hour continuing education requirement.

INTRODUCTION TO CHILD WELFARE DATA SOURCES
(300 SERIES)

This blended training builds the capacity of county DSS staff to effectively access and use the major child welfare data sources for North Carolina. The course includes a 90-minute live online session to ensure participants are able to log on to all of the sites, followed by a one-day classroom training that introduces participants in more detail to the NC DSS Management Assistance Site, the Client Services Data Warehouse, and XPTR reports. This course will include instructions on navigating the sites and hands-on activities to find and utilize various reports. This course was developed through funding from the North Carolina Division of Social Services (NCDSS) by the Jordan Institute for Families at the School of Social Work, UNC-Chapel Hill.

Training Requirements:

To participate in the **Live Online Session,** participants **must** have:

- A computer with Broadband Internet access and Adobe Flash Player (latest version) installed as a plug-into the Web browser.
- A telephone line for audio

To participate in the **Classroom Training day**, participants must bring a laptop with wireless capacity (please not tablets).

Prerequisites: None

Open to: This course is open to all child welfare staff from county DSS agencies and NC Division of Social Services.

Recommended for: This course is recommended for child welfare supervisors, program managers, and county DSS directors.

Contact Hours: 7.5 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.

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

Introduction to Substance Abuse for Child Welfare Services is a two-day curriculum focusing on families and children affected by alcohol and other 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 through funding from the North Carolina Division of Social Services (NCDSS) 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 and Work First social workers and supervisors employed in a NC County Department of Social Services (DSS) in the areas of 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 social workers and supervisors 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 toward the required 18/39 hours of additional training within the first year or the 24 hour continuing education requirement.

INTRODUCTION TO THE MONTHLY FOSTER CARE CONTACT RECORD
SELF-PACED "ON-DEMAND" 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 through funding from the North Carolina Division of Social Services (NCDSS) 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: 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 ncswLearn.org.

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; and
  - Adobe Flash Player (latest version) 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 and Child Placement, including Independent Living (LINKS), Foster Home Licensing, or Adoptions. **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.

Required 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*. 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.

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, facilitators, community providers, and staff from other agencies in the community who will be involved in or participating in DSS Child and Family Teams.

Recommended for: LINKS Coordinators, county employees, partnering agencies (e.g. Group home staff), service providers, law enforcement, school personnel, and anyone likely to be involved in child and family teams or who may support independent living skills and youth transitioning out of foster care.

Contact Hours: 6 contact hours.

LIFE BOOKS: MOTIVATING THE MEMORY KEEPERS
(300 Series)

Life Books: Motivating the Memory Keepers is a one day training which introduces Life Books as a therapeutic tool for meeting the well-being needs of children in the foster care system. Life Books are widely recognized as best practice in child welfare services due to the benefits for the child, the birth parents, the foster/resource parents, the child's therapist, and the child welfare workers. The creation and sharing of Life Books provide opportunities for discussing healthy connections, addressing traumatic events, and promoting a positive self-concept.
This course will guide child welfare staff in educating, motivating, and supporting the child's team members in creating and maintaining the child's Life Book. Examples of Life Book formats, materials used in Life Book preparation, organization tips, and innovative Life Book design methods will be addressed. In addition, participants will create a Life Book page and make plans for continuing the creation of Life Books for children in foster care and/or adoptive placements. Participants will also receive guidelines for sharing this course content with other child welfare staff and foster/resource parents.

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

Contact Hours: 6 hours

Open to: This course is open to child welfare workers and supervisors employed in NC County Departments of Social Services. This course is also open to staff from private child placing agencies licensed by North Carolina.

Recommended for: This course is recommended for child welfare staff (from NC County DSS agencies or private child placing agencies), whose role involves working with child living in foster homes or preparing children for moves to other foster or adoptive homes. This course is also recommended for certified MAPP Leaders and staff who conduct foster parent pre-service training sessions

More information: For more information regarding dates and sites for this or any other course, please visit our website for our complete calendar: http://www.ncswLearn.org.

Questions: If you have questions about the appropriateness of this course in relation to your job responsibilities, please contact Ginger Caldwell at ginger.caldwell@dhhs.nc.gov.

MEDICAID ADMINISTRATIVE CLAIMING FOR ADULTS AND CHILDREN

The objective of Medicaid Administrative Claiming (MAC) is to provide supportive services to Medicaid eligible ADULTS and CHILDREN in identifying their Medical/Mental Health needs that increase their risk of adverse health events and implementing strategies that will address those needs through education in self-care, optimization of medical treatment, and integration of care. These strategies will raise the quality of healthcare, improve health outcomes, prevent cost hospitalizations, and promote the holistic health of families.
This full day classroom training (8:30 am to 5:00 pm) describes MAC billable activities and provides examples of appropriate interactions and strategies for Medicaid eligible adults and children with Medical/Mental Health needs and will utilize skills practice exercise, audiovisuals, and case studies. The development of this course was a partnership between the NC Division of Aging and Adult Services and the NC Division of Social Services.

Open to: This course is targeted to Adult Services social workers and Child Welfare social workers and their supervisors located in the Adult Services and/or Children Services units from the North Carolina County Department of Social Services. **PLEASE NOTE:** Although MAC services can be provided by non-social worker staff, **only** social worker staff are eligible to register for this classroom-based course through ncswLearn.org.

Recommended for: This course is targeted to Adult Services social workers and Child Welfare social workers and their supervisors located in the Adult Services and/or Children Services units from the North Carolina County Department of Social Services.

Prerequisite: None

Contact Hours: Six hours. This training can be credited towards the 24 hours continuing education requirement for County DSS Child Welfare Social Workers.

METHAMPHETAMINE: WHAT A SOCIAL WORKER NEEDS TO KNOW
SELF-PACED "ON-DEMAND' 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 4-5 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 Worker Needs to Know* was developed through funding from the North Carolina Division of Social Services (NCDSS) 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: **No registration is required.** 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 4–5 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.

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; and
  - Adobe Flash Player (latest version) must be installed on your computer as a plug-into 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 (DSS) in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services and 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 training is also open to community members from agencies involved in the response to methamphetamine labs.

Recommended for: All Child Welfare staff employed in a county DSS. It is recommended for employees prior to working with families involved with methamphetamine.

Contact Hours: 5 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.

MONEY MATTERS: FOSTER CARE FUNDING BASICS
Self-Paced Online Course (300 Series)

Money Matters: Foster Care Funding Basics is a four-hour, self-paced on-line course that contains the same content as the previously offered two-day classroom-based training. As of March 1, 2011, this training is only available online. The course reviews the various funding streams that support foster care placement and the technical systems which reimburse costs to the agencies that provide care to clients. In addition, the course provides resources and recommendations to enhance agencies' ability to problem-solve data entry problems and eligibility requirements. This on-line training was developed through funding from the North Carolina Division of Social Services (NCDSS) 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: **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. At the conclusion of this online course, participants will be able to print a certificate of completion.

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

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

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 Flash Player (latest version) must be installed on your computer as a plug-in to your Web browser (for video and audio capability).

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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions; or data entry or fiscal staff from County DSS agencies or from private licensed Child Placing or Residential Agencies.

Recommended for: This course is designed for county and provider staff who are involved in the financial aspects of client care: placement of children, authorization of agreements, supervisors, data entry and fiscal staff.

Contact Hours: 4 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.

MOTIVATING SUBSTANCE ABUSING FAMILIES TO CHANGE:
AN ADVANCED PRACTICE COURSE
(300 Series)

Motivating Substance Abusing Families to Change: An Advanced Practice Course is a one-day advanced course on working with families where children are endangered by a caretaker's alcohol or drug abuse. The course focuses on effective ways to motivate families to engage in substance abuse treatment. Participants will have an opportunity to engage in practice activities to enhance their skills. This curriculum was developed through funding from the North Carolina Division of Social Services (NCDSS) by Family and Children's Resource Program, part of Jordan Institute for Families at UNC-CH 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 NCDSSS Child Welfare Staff). **Note**: This course was previously titled *Drug-Endangered Children: An Advanced Substance Abuse Practice.*

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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

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

Contact Hours: 6 hours. Completion of this training can help individuals meet the 24-hour continuing education requirement.

PATH LESS TRAVELED: CFTs AND SAFETY CONSIDERATIONS (300 SERIES)

This two-day advanced training provides strategies for fostering safe and effective participation at child and family team meetings when there is a history of domestic violence, alcohol and other drug addictions, and mental health concerns. 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. *Path Less Traveled* 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. The training is intended to prepare child and family team facilitators, referring workers, and supervisors of referring workers for holding child and family teams with serious safety issues.

Note: This training is a revised version of the course entitled *Widening the Circle: Child and Family Teams and Safety Considerations*. This new version includes specific information related to domestic violence, and how to support safe Child and Family Teams when domestic violence is present or may be present within a family dynamic. The previous version of this training had also been inclusive of some information around substance usage and mental health which is no longer addressed in this version. Also contained in this version is information on how to look at safely preparing children for child and family teams with serious safety issues. This curriculum was developed through funding from the North Carolina Division of Social Services (NCDSS) 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: Completion of either *An Introduction to Child and Family Teams: A Cross-System Training from the Families' Perspective* **OR** ***Step*** *by Step: An Introduction to Child and Family Teams* meets the prerequisite. Prior completion of *"Setting the Stage for CFT Meetings"* satisfies the need to attend *"Step by Step: An Introduction to CFT Meeting."* Prior completion of *"Caution: Family Meeting Ahead"* satisfies the need to attend *"An Introduction to CFT Meetings."*

Open to: Child Welfare and Work First social workers and supervisors, other County DSS staff, facilitators, community providers, and staff from other agencies in the community who will be involved in or participating in DSS Child and Family Teams that involve family and/or domestic violence.

Recommended for: County employees, partnering agencies, service providers, law enforcement, school personnel, and anyone likely to be involved in family-centered meetings or services that involve family and domestic violence.

Contact Hours: 12 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.

PS-DECIDING TOGETHER: A PROGRAM TO PREPARE FAMILIES FOR FOSTERING OR ADOPTION ON AN INDIVIDUAL BASIS (300 Series)

PS-Deciding Together is based on the PS-MAPP program (*Partnering for Safety and Permanence: Model Approach to Partnerships in Parenting)* and uses the same twelve skills identified in other MAPP curricula and known to be necessary for successful foster and/or adoptive parenting. *PS*-Deciding Together is a program that can be used in place of PS-MAPP for individual families or very small groups and places a strong emphasis on the importance of the safety, well-being, and concurrent planning for timely permanence for children served by the child welfare system. This individual preparation and selection program provides the agency and prospective foster/adoptive parents with a flexible alternative to the group preparation and selection process while meeting the 30 hour Pre-service training requirement for foster/adoptive parents.

Participants should be advised that this training may require advanced reading and homework the evenings of the training. Participants may wish to bring a tote bag or backpack to carry the participant manuals.

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) **and either** *MAPP-GPS, PS-MAPP or TIPS-MAPP (Trauma Informed PS-MAPP).*

Open to: Child welfare, therapeutic or private agency social workers certified as MAPP-GPS, PS-MAPP, or TIPS-MAPP Leaders.

Recommended for: Social workers certified as MAPP-GPS, PS-MAPP, or TIPS-MAPP Leaders.

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

REASONABLE EFFORTS: WHAT SUPERVISORS NEED TO KNOW
On-Demand Self-Paced Online Course (300 Series)

Reasonable Efforts: What Supervisors Need to Know is a 2-hour, self-paced online course for county department of social services child welfare supervisors. The course is designed to enhance the ability of DSS agencies to provide and document reasonable efforts on behalf of families receiving child welfare services. Content was developed with input from the UNC-Chapel Hill School of Government and an Assistant Attorney General for Child Welfare. The training provides a courtroom re-enactment, a review of the legal and policy requirements for judicial determinations of reasonable efforts, a practice framework for providing and documenting reasonable efforts, an interactive supervision scenario, and a structured case review that hone reasonable efforts-related skills and knowledge. This online training was developed through funding from the North Carolina Division of Social Services (NCDSS) 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: **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. There is no hardcopy notebook for this online course. At the conclusion of this online course, participants will be able to print a certificate of completion.
Course Requirements: Participants must do the following to receive a certificate of completion:
- ✓ Meet the computer requirements listed below.
- ✓ Complete the entire online course, including all activities, and pass a final quiz.

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;
  - Adobe Flash Player (latest version) must be installed on your computer as a plug-in to your Web browser (for video and audio capability).

Open to: This course is open to child welfare supervisors employed in a North Carolina County Department of Social Services in the areas of CPS Intake, CPS Assessments, CPS Occasional On-Call, CPS In-Home Services and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions. If private agencies contract with a County DSS to provide supervision in any of the above services, the supervisor of these services is eligible to enroll for this course. However, we suggest you read carefully the course description above to determine the applicability of this training to your job role.

Recommended for: This course is designed for county DSS child welfare supervisors.

Contact Hours: 2 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.

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 and TIPS-MAPPS leaders who attend the training will also obtain a trainer's manual which will include the activities used during this class. MAPP-GPS and TIPS-MAPP 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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions. This course is also open to staff of private foster care/adoption agencies licensed by North Carolina and experienced foster parents who have completed MAPP-GPS trainer certification.

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 required 18/39 hours of additional training within the first year or the 24 hour continuing education requirement.

FULL PARTICIPATION IN THE THREE DAYS IS REQUIRED FOR CERTIFICATION

STAYING POWER! A SUPERVISOR'S GUIDE TO COACHING AND DEVELOPING CHILD WELFARE STAFF
(300 Series)

Staying Power! A Supervisor's Guide to Coaching and Developing Child Welfare Staff is a three-day, classroom-based training that introduces supervisors to advanced concepts, tools, and practices that enhance staff motivation and effectiveness. Applying solution-focused supervision techniques, participants will improve their ability to orient new hires and prepare them to succeed, support existing staff, recognize and respond appropriately to signs of worker disengagement and burnout, and support staff as they cope with the trauma inherent in child welfare work.

This course, previously entitled *Staying Power! A Supervisor's Guide to Retaining Child Welfare Staff,* was originally adapted from a course developed as part of a federally-funded child welfare recruitment and retention project, and has now been revised through funding from the North Carolina Division of Social Services (NCDSS) 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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

Recommended for: Child welfare supervisors in a county Department of Social Services.

Contact Hours: 18 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.

.

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: please contact Billy Poindexter, TALS Coordinator, at wtpoinde@ncsu.edu. You may also complete a request form when attending a formal Family Centered Meeting Training. Please mail completed request forms to Billy Poindexter, NCSU Campus Box 8622, Raleigh, NC 27695-8622. To complete a TALS request form online, please visit the following website: http://cfface.chass.ncsu.edu/dss/tals.php

PLEASE NOTE: Request for TALS services must be made directly to the TALS Coordinator or the Center for Family and Community Engagement; not through ncswLearn.

THE 3RD DIMENSION OF SUPERVISION: THE ROLE OF SUPERVISORS IN CFT MEETINGS
(Online Course - 300 Series)

The 3rd Dimension of Supervision: The Role of Supervisors in CFT Meetings is a two-hour interactive synchronous (live) online advanced curriculum. Participants who attend this training will leave with an understanding of how to use the child and family team (CFT) meetings to enhance supervision of staff and ensure quality CFT practices. This online course was developed through funding from the North Carolina Division of Social Services (NCDSS) by the Center for Family and Community Engagement at NC State University.

Prerequisites: None

Contact Hours: 2 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 supervisors employed by County DSS agencies who supervise social workers responsible for County DSS CFT meetings.

Recommended for: This course is recommended for child welfare supervisors who supervise social workers responsible for County DSS CFT meetings.

Computer Requirements: We strongly recommend that you or your Information Technology (IT) person check your equipment a few days prior to the live online session.

Participant's computer **must** have

- A current version of Java;
- Either Internet Explorer or Mozilla Firefox web browser;
- Internet Access - 28.8 kbps speed or above (Broadband connection highly recommended);
- Soundcard with microphone and headphones (A headset with microphone/headphones is highly recommended);
- To test your software and microphone/headset ahead of time please visit
- **http://go.ncsu.edu/configuration.** Click on "minimum system requirements" to get the
- latest updates on system compatibility. Enter the Configuration Room to test your equipment.

More information: For more information regarding dates and sites for this or any other course, please visit our website for our complete calendar: www.ncswLearn.org

Questions: If you have questions about the appropriateness of this course in relation to your job responsibilities, please contact:

Staff Development Team, NC DSS Child Welfare Services Section
820 S. Boylan Avenue, McBryde Building, MSC#2412, Raleigh, NC 27699-2412 Phone 919-527-6362, Fax 919-334-1173

TRAIN-THE-TRAINER FOR
BECOMING A THERAPEUTIC FOSTER PARENT
SELF-PACED ONLINE COURSE
(300 Series)

In North Carolina, agencies that supervise therapeutic foster parents must provide them with an additional 10 hours of pre-service training that covers the role of the therapeutic foster parent, safety planning, and managing behaviors. This online train-the-trainer course prepares child welfare professionals from TFC agencies to teach a course that meets this requirement.

The **Train-the-Trainer for *Becoming a Therapeutic Foster Parent*** is a six-hour, self-paced online course that introduces participants to the goals, components, and training skills required to teach *Becoming a Therapeutic Foster Parent*. This online course was developed through funding from the North Carolina Division of Social Services (NCDSS) 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: **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.

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.
- ✓ Download and read the trainer workbook, participant workbook, and handouts (available through free download from ncswLearn.org), prior to taking this online course.
- ✓ Refer to your agency's copy of the DVD *Off Road Parenting* by Pacifici, Chamberlain, & White, 2002, Northwest Media, Inc.
  Note: The Division, based on their DVD stock, will provide one (1) copy of the DVD for each agency. Additional copies can be purchased from Northwest Media at http://www.sociallearning.com/catalog/items/BK711.html.
- ✓ 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 **<u>must</u>** have:
  - External speaker or headset for listening to the online course–to avoid disturbing others;
  - Broadband Internet access;
  - Adobe Flash Player (latest version) 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 by County DSS agencies or licensed private child-placing agencies in North Carolina.
Required for: This course is **required** for anyone who plans to teach any portion of *Becoming a Therapeutic Foster Parent*. Those who have already trained *Becoming a Therapeutic Foster Parent* and/or attended the classroom version of this TOT do **not** need to take this online course.

Note: At the conclusion of the online course participants will be required to develop a plan for training *Becoming a Therapeutic Foster Parent*. NCDSS licensing consultants will review participant's agency's TFC training plan as part of the next regularly scheduled site visit.

Contact Hours: 6 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.

TRAUMA-INFORMED BEHAVIOR MANAGEMENT FOR CHILD WELFARE
(300 series)

Trauma-Informed Behavior Management for Child Welfare is a new 2-day curriculum focused on supporting families in developing effective behavioral management strategies. This training will cover concepts of contributing factors and functions of problematic behaviors with emphasis on the effects of trauma. Participants will discuss the roles child welfare workers play in addressing behavior with families and learn a continuum of approaches from universal to individualized. Participants will explore the importance of relationships and trust in effective behavior management with special considerations for the child welfare population. Participants will then learn a process for analyzing and understanding behavior patterns and a framework for developing specific strategies. Behaviors commonly associated with trauma will be explored, specific strategies discussed and connection made between behaviors and mental health diagnosis. Participants will practice using the strategies through scenarios and role play. This course 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. The North Carolina Division of Social Services provides the funds to deliver this training to child welfare workers across the state.

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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

Recommended for: This course is recommended for child welfare social workers and supervisors employed in a county DSS.

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.

TRAUMA-INFORMED PARTNERING FOR SAFETY AND PERMANENCE: MODEL APPROACH TO PARTNERSHIPS IN PARENTING (TIPS-MAPP) LEADER UPDATE CERTIFCATION TRAINING (300 SERIES)

Trauma Informed Partnering for Safety and Permanence: Model Approach to Partnerships in Parenting (TIPS-MAPP) Leader Update Certification Training is a three day event for Certified MAPP-GPS Leaders. This training is designed to provide Certified MAPP-GPS Leaders an opportunity to review and discuss the similarities and differences in the format and activities when comparing MAPP-GPS and TIPS-MAPP. Critical activities in TIPS-MAPP are practiced and participants will have an opportunity to assess their strengths and needs associated with implementing the changes reflected in the content of the TIPS-MAPP curriculum. Trainer and agency considerations to assure success when transitioning from MAPP-GPS to TIPS-MAPP are identified.

Prerequisite: Model Approach to Partnerships in Parenting: Group Preparation and Selection (MAPP-GPS).

Required Registration Documentation:

In addition to submitting an online registration via ncswLearn.org, the Application for Admission to TIPS-MAPP Leader Update Certification Training is required and is located at https://ncswlearn.org/help/registrationform.aspx. This application, completed in its entirety, must be faxed to the registrar, Brandin Bell at (919) 334-1173, in order for the registration to be processed.

Open to: This course is open to Certified MAPP-GPS Leaders from NC County Departments of Social Service and licensed child placing agencies who will be providing TIPS-MAPP training for prospective foster/adoptive parents within the next 6 months. This course is also open to foster/adoptive parents who are Certified MAPP-GPS Leaders who will be co-facilitating a TIPS-MAPP training event within the next 6 months.

Required for: This course is **required** for Certified MAPP-GPS Leaders who will be training TIPS-MAPP to prospective foster/adoptive parents.

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.

TRAUMA-INFORMED PARTNERING FOR SAFETY AND PERMANENCE: MODEL APPROACH TO PARTNERSHIPS IN PARENTING (TIPS-MAPP)
(300 SERIES)

Trauma Informed Partnering for Safety and Permanence: Model Approach to Partnerships in Parenting (TIPS-MAPP) is an eight-day **train-the-trainer** curriculum designed to train child welfare staff and experienced foster and/or adoptive parents who serve in the role of trainer of foster and adoptive parent applicants. PS-MAPP is the updated version of MAPP-GPS. As of January 1, 2014, TIPS-MAPP has been selected by the Division as the recommended pre-service training curriculum for all foster and adoptive parent applicants for several reasons: 1) an increased focus on skill building related to assuring safety, well-being, concurrent planning, and timely permanence 2) an increased emphasis on shared parenting 3) the inclusion of updated case examples, 4) the inclusion of videos that bring the experience of youth and experienced foster parents into the training content, 5) the incorporation of trauma-informed research, philosophy, language and practice throughout the curriculum content.

Participants in this course will learn how to conduct 10 group preparation and selection meetings and the mutual home assessments for prospective foster/adoptive parent applicants. Participants will learn how 12 key skills, which are necessary for successful foster and/or adoptive parenting, are assessed during the TIPS-MAPP group sessions and the family consultations. During the eight days social workers will also learn how to use the other TIPS-MAPP components, including: the family profile, and the partnership and professional development plans. They will also learn how to use the method of mutual home assessment to help prospective foster and adoptive parents identify their strengths and needs in relation to fostering and adopting.

The TIPS-MAPP curriculum forms the base for all foster/adoptive parents and meets the requirement of receiving 30 hours of pre-service training prior to licensure.

Prerequisite: Child Welfare in North Carolina or completion of other pre-service training required based upon date of employment and functional responsibilities for county DSS staff. There are no course prerequisites for foster and/or adoptive parents or licensed private child placing agency staff.

Contact Hours: 52 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.

Required Registration Documentation:

- Submission of an online registration via ncswlearn.org
- Completion of the "Application for Admission to TIPS-MAPP Training" (see below for details)
- Verification letters for foster parents and contract applicants (see below for details)

Open to: This course is open to staff from NC County Departments of Social Services and staff from licensed private child placing agencies that have the responsibility for training and/or assessing prospective foster/adoptive parents. This course is also open to experienced foster/adoptive parents. This course is only open to staff and experienced foster parents who will be able to complete the 8 days of training. Participation in the entire eight days of training is required for TIPS-MAPP certification.(See below for specifics of the application criteria for all staff and foster parents)

Staff from NC Departments of Social Services and Licensed Child Placing Agencies:

Child welfare social workers employed in NC County Departments of Social Services and staff from licensed private child placing agencies (or agencies nearing the completion of the licensing process with North Carolina) are eligible to apply and must complete both the registration form and the “Application for Admission to TIPS-MAPP Training.” (located at:

https://www.ncswlearn.org/help/registrationform.aspx. This application must be faxed to the registrar, Brandin Bell at 919-527-6364, in order for your registration to be processed.

All participants (from both public and private agencies) must meet Social Worker II qualifications as outlined through the Office of State Personnel. (Minimum training and experience requirements for a Social Worker II position are a BSW/MSW, or a 4-year degree in a human services field plus one year directly related experience, or 4-year College or University degree plus two years of directly related experience.)

A Department of Social Services or a licensed private child placing agency may contract with a person who meets the above requirements to conduct the responsibilities of TIPS-MAPP. 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 (faxed to the registrar) verifying that this person is under contract and meets the staffing qualifications noted above.

Foster and Adoptive Parents:

This course is also open to foster and adoptive parents who have a minimum of 2 years accumulated experience parenting foster or adoptive children. The foster/adoptive parent must have a firm commitment from a licensed child placing agency to co-lead TIPS-MAPP sessions. In addition to the registration form and the "Application for Admission to TIPS-MAPP training," the agency contracting with an experienced foster parent who will be co-leading the TIPS-MAPP, should fax a letter verifying the foster/adoptive parents' experience and the agency's commitment to involvement of the foster/adoptive parent in the group sessions.

Please note that unless the foster or adoptive parent is also employed by the agency in a social work capacity and meets the Social Worker II qualifications as outlined below, he/she must be paired with an agency staff MAPP Leader who does meet these requirements and who can complete the family consultation portion of the program. Foster and adoptive parents who do not meet the Social Worker II staff qualifications will be certified to co-lead TIPS-MAPP; they will not be certified to conduct family consultations.

Recommended for: This course is required for staff that will be training TIPS-MAPP and completing the mutual home assessment process with prospective foster and adoptive families.

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.

UNDERSTANDING AND INTERVENING IN CHILD NEGLECT
(300 Series Online Course)

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* has been converted into an interactive self-paced online course and it contains the same course content as the classroom-based two-day training previously offered by the Division. This online course will help participants understand neglect and poverty, how it affects children and families, and innovative interventions. This curriculum was developed and converted to an online course through funding from the North Carolina Division of Social Services (NCDSS) 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).

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 8–10 hours);
- ✓ Take the Knowledge Assessment

(a) "**SELF-PACED" ONLINE SESSION –** Participants will have two weeks to complete this self-paced online session (about 8–10 hours of online work). This session contains interactive learning modules. 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.

(b) **KNOWLEDGE ASSESSMENT –** After completing all of the learning modules, participants must take the Knowledge Assessment. At the completion of the knowledge assessment, 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:
  - External speaker or headset for listening to the online course–to avoid disturbing others;
  - Broadband Internet access; and
  - Adobe Flash Player (latest version) must be installed on your computer as a plug-into the Web browser (for video and audio capability).

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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.

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

Contact Hours: 10 hours. This training can be credited towards the 24 hours continuing education requirement.

UNDERSTANDING CHILD MENTAL HEALTH ISSUES
(300 Series Online Course)

Children in foster care have much higher rates of mental health problems than children in the general population. *Understanding Child Mental Health Issues* helps learners develop a basic understanding of six childhood mental health problems that often concern child welfare professionals: (1) ADD, (2) juvenile bipolar disorder, (3) oppositional-defiant and conduct disorder, (4) pediatric depression, (5) post-traumatic stress disorder, and (6) reactive attachment disorder. This online course focuses on the causes, symptoms, prognosis, risks, treatments, and interventions for each of these childhood mental health issues.
NOTE; This online course contains the same content as the previously offered classroom-based course of the same name.
Understanding Child Mental Health Issues was developed **through funding from the North Carolina Division of Social Services (NCDSS)** by the 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:

- Meet the computer requirements listed below. **Note: To participate in the live online sessions you must have a microphone for your computer;**
- Complete the "Self-paced" online session (approximately 8 – 10 hours);
- Take the Knowledge Assessment; and
- Attend the 2.5 hour "Live" online session

(a) "**SELF-PACED" ONLINE SESSION**: Participants will have three weeks to complete this <u>self-paced online</u> session (about 8–10 hours of online work), which contains interactive learning modules. Each module focus on one of the six disorders).

(b) **KNOWLEDGE ASSESSMENT –** After completing all learning modules, participants <u>must</u> take the Knowledge Assessment in order to participate in the "Live" online session.

(c) "**LIVE" ONLINE SESSION**: This two and a half hour live online session will focus on the impact of a child'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 **<u>must</u>** have:
  - A mic or mic/headset combo to participate in the live online sessions of this course. **We recommend that you or your Information Technology (IT) person check your equipment prior to the live online session; to test your microphone/headset ahead of time please visit *<u>https://jif.adobeconnect.com/mictest/</u>* Note: enter the test room as a guest;**
  - External speaker or headset for listening to the online course–to avoid disturbing others;
  - Broadband Internet access; and
  - Adobe Flash Player (latest version) 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 and Child Placement including Independent Living (LINKS), Foster Home Licensing, or Adoptions.
Recommended for: Child Welfare supervisors and social workers who are employed in a county Department of Social Services.
Contact Hours: 14 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.

Independent Living Resources, Inc.
411 Andrews Rd, Suite 140
Durham, NC 27705
(919) 384-1457 or (800) 820-0001
Fax (919) 384-0338
Email: 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.

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)

Register online: www.ncswlearn.org or call Debbie Cornell at ILR, Inc.
1-800-820-0001

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.

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 that work with adolescents and have been identified 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)

Register online: www.ncswlearn.org or call Debbie Cornell at ILR, Inc.
1-800-820-0001

LINKS 201 – “THE SEQUEL”

LINKS 201 - "The Sequel" is a three-day course offered to county LINKS coordinators and residential staffs who work with adolescents. Participants must have been working with foster teens for at least six months **AND** have previously attended LINKS 101. This is considered an advanced course offering. Participants will be required to provide simple program data to workshop coordinator two months prior to the seminar. Such data will include but is not limited to number of youths eligible and receiving LINKS services, results of outcome data (if available), information regarding life skills group sessions, self-evaluation, and an understanding of accessible community resources.

Prerequisites: LINKS 101

Recommended for: This advanced training seminar is designed for county LINKS coordinators and residential staffs who work with adolescents. Participants must have been working with foster teens for at least six months **AND** have previously attended *LINKS 101*.

REAL WORLD EVENT INSTRUCTIONAL EVENT (BLENDED COURSE)

Real World Instructional Event is a blended course consisting of one day classroom training and online self-paced learning modules. It is offered to foster parents, residential providers, social workers, and others interested in conducting a regional Real World Youth Event (described below):

The Real World Youth Event is a hands-on experience at making real life choices. This is a one-day youth event focusing on career and lifestyle decisions. The Real World offers youth the opportunity to make a direct connection between the career they choose and the lifestyle they desire. Youth are exposed to skills such as interviewing needed for employment, continuing education, and budgeting necessary for self-sufficiency and making critical choices. This event has been successfully offered in the Raleigh area for the last three years. It offers direct learning and practice for youth with a powerful punch.

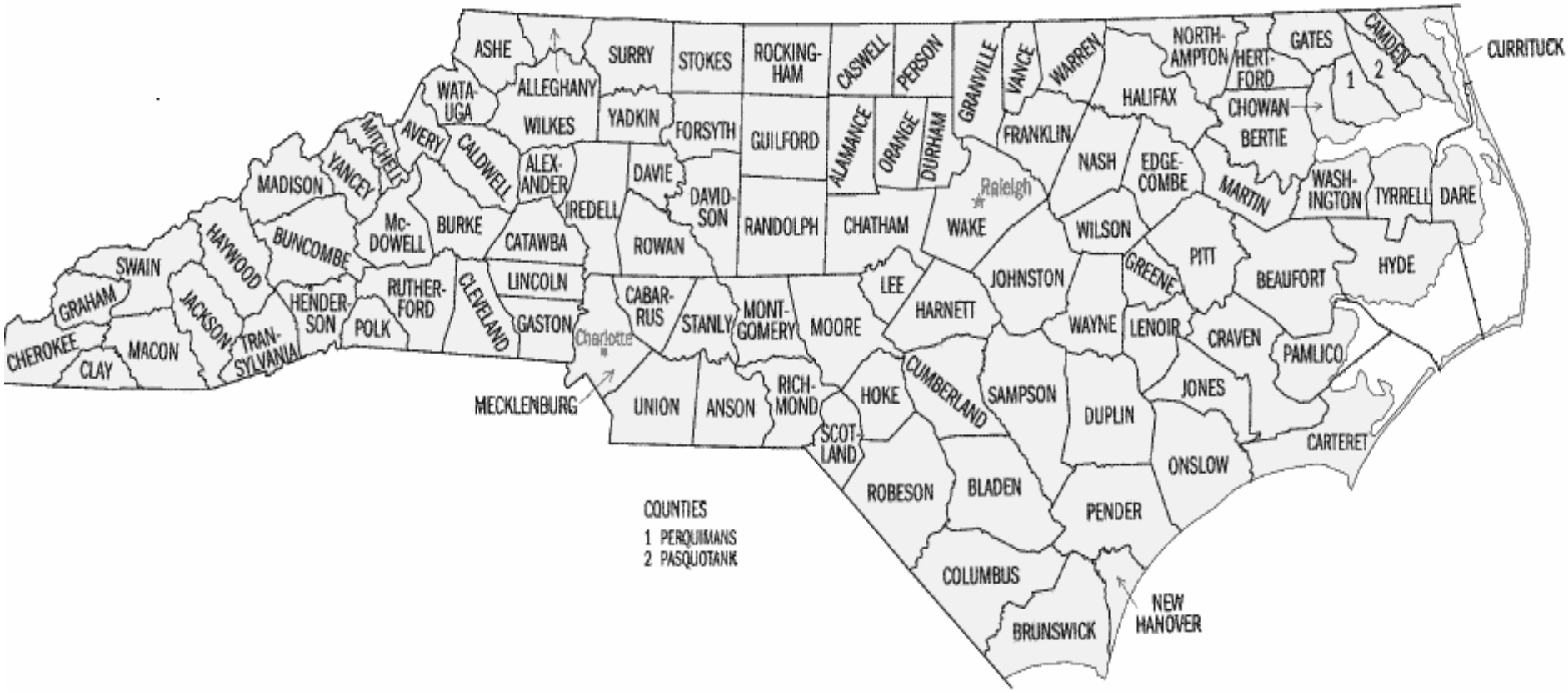
Each participant in the **Instructional Event** will receive an email from ILR, Inc. with the URL, Username and Password to the online Real World Curriculum and Toolkit. All materials will be developed to assist staffs in coordinating a regional team of professionals interested in conducting a one-day Real World Youth Event in their community. Materials will provide reproducible worksheets, instructions, and procedures for youths and adults.

Prerequisite: None.

Contact Hours: 12 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.

Recommended for: This blended course (classroom and online) is recommended to North Carolina foster parents, residential providers, social workers, and others interested in conducting a regional Real World Youth Event.

Register online: www.ncswlearn.org or call Debbie Cornell at ILR, Inc.
1-800-820-0001


ASHE
SURRY
STOKES
ROCKING-HAM
CASWELL
PERSON
GRANVILLE
VANCE
WARREN
NORTH-AMPTON
HERT-FORD
GATES
CAMDEN
CURRITUCK
WATA-UGA
ALLEGHANY
WILKES
YADKIN
FORSYTH
GUILFORD
ALAMANCE
ORANGE
DURHAM
HALIFAX
CHOWAN
BERTIE
FRANKLIN
NASH
EDGE-COMBE
MARTIN
WASH-INGTON
TYRRELL
DARE
AVERY
CALDWELL
ALEX-ANDER
DAVIE
DAVID-SON
RANDOLPH
CHATHAM
WAKE
Raleigh
WILSON
MITCHELL
YANCEY
MADISON
IREDELL
ROWAN
BURKE
Mc-DOWELL
CATAWBA
BUNCOMBE
HAYWOOD
SWAIN
LINCOLN
RUTHER-FORD
CLEVELAND
GASTON
HENDER-SON
POLK
GRAHAM
JACKSON
TRAN-SYLVANIA
CHEROKEE
CLAY
MACON
Charlotte
MECKLENBURG
CABAR-RUS
STANLY
MONT-GOMERY
MOORE
LEE
HARNETT
JOHNSTON
GREENE
PITT
BEAUFORT
HYDE
WAYNE
LENOIR
CRAVEN
PAMLICO
UNION
ANSON
RICH-MOND
HOKE
CUMBERLAND
SAMPSON
DUPLIN
JONES
CARTERET
SCOT-LAND
ROBESON
BLADEN
ONSLOW
PENDER
COLUMBUS
BRUNSWICK
NEW HANOVER
COUNTIES
1 PERQUIMANS
2 PASQUOTANK