NC DSS FAMILY SUPPORT AND CHILD WELFARE SERVICES

STATEWIDE TRAINING PARTNERSHIP

Family Support and Child Welfare Services – Staff Development

2005 Winter/ Spring Training Schedule

FAMILY SUPPORT AND CHILD WELFARE/STAFF DEVELOPMENT
2005 WINTER/SPRING TRAINING SCHEDULE

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Child Welfare Training Guidelines

Providing child welfare services in any capacity require 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.

In order for workers/supervisors to determine what training requirements are applicable to them, they must identify the date they were employed or assumed their role and the functional area for which they were employed.

Functional Areas:	**Roles within Functional Areas:**
Family Preservation/ Family Support	Family Preservation, Intensive Family Preservation Services and Family Support
Child Protective Services	Intake, Investigative Assessment, Case Planning and Case Management
Foster Care and Adoption	Placement of Children, Recruitment of Families, Licensing, Adoption Assessment

The following laws and required training apply:

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 preservice 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 preservice 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.

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 preservice 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 two-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, Investigative Assessment and Case Planning and Case Management), and Foster Care and Adoption (Placement of Children, Recruitment of Families, Licensing and Adoption assessment). Staff from a private or public agency who assume a foster care or adoption functional area on behalf of a county DSS, via contract, as outlined in law, NCDSS policy or standard also meets the definition of child welfare worker.

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

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

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

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

Required Training

Family Preservation Services

State and Federally Funded Family Preservation Services – Non DSS agency

Hired after September 1, 1997 to June 30, 2000

Family Preservation Services workers and supervisors, who were **hired and/or assumed job responsibilities between September 1, 1997 and June 30, 2000**, the following training requirements apply:

Course	Social Worker	Supervisor	Time Frame
Child Welfare in North Carolina: Family Centered Practice Foundation	X	X	Within 90 days of responsibility
Family Centered Practice in Family Preservation Programs	X	X	Within 90 days of responsibility
Supervisory Skills Development Course		X	Within 1 year of responsibility

- **Child Welfare in North Carolina: Family Centered Practice Foundation:** Direct service providers and supervisors with FPS responsibility are required to attend Child Welfare in North Carolina: "Family Centered Practice Foundation" (Week II prior to July 1, 1999/ Week I after July 1, 1999) within 90 days of employment or assignment to a FPS program. This training was previously titled "Family Centered Practice" or "Family Centered Practice Foundation".

- **Family Centered Practice in Family Preservation Programs:** Direct service providers and supervisors with FPS responsibility are required to attend "Family Centered Practice in Family Preservation Programs" within 90 days of employment or assignment to a FPS program. This training was previously titled "Phase II Core" training and was provided by BIABH.

- **Supervisory Skills Development Course:** Supervisors with FPS responsibility are required to attend a supervisory skill development course within one year of assuming supervisory responsibility.

Family Preservation Services – DSS Agency

Hired after September 1, 1997 to June 30, 1998

Family Preservation Services workers and supervisors, who were hired and/or assumed job responsibilities in a **COUNTY DSS agency between September 1, 1997 to June 30, 1998**, the following training requirements apply:

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

- **Family Centered Practice Foundation:** Direct service providers and supervisors with FPS responsibility are required to attend Child Welfare in North Carolina: "Family Centered Practice Foundation" (Week II prior to July 1, 1999/ Week I after July 1, 1999) within 90 days of employment or assignment to a FPS program. This training was previously titled "Family Centered Practice".

- **Family Centered Practice in Family Preservation Programs:** Direct service providers and supervisors with FPS responsibility are required to attend "Family Centered Practice in Family Preservation Programs" within 90 days of employment or assignment to a FPS program. This training was previously titled "Phase II Core" training and was provided by BIABH.

- **Supervisory Skills Development Course:** Supervisors with FPS responsibility are required to attend a supervisory skill development course within one year of assuming supervisory responsibility.

- **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.

Family Preservation Services – DSS Agency

Hired after July 1, 1998 to June 30, 2000

Family Preservation Services workers and supervisors whom are **hired and/or assumed job responsibilities in a County DSS agency between July 1, 1998 and June 30, 2000,** the following training requirements apply:

Course	Social Worker	Supervisor	Time Frame
Child Welfare in North Carolina: Family Centered Practice Foundation	X	X	Prior to direct client contact or assuming supervisory responsibilities
Child Welfare in North Carolina: Introduction to County DSS	X	X	Prior to direct client contact or assuming supervisory responsibilities
Child Welfare in North Carolina: Family Assessment and Change Process	X	X	Prior to direct client contact or assuming supervisory responsibilities
Family Centered Practice in Family Preservation Programs	X	X	Within 180 days of responsibility
Supervisory Skills Development Course		X	Within one year of employment.
24 hours continuing education	X	X	every year after the first year of employment

- **Child Welfare in North Carolina: Introduction to County DSS:** Child welfare workers and supervisors with FPS responsibility are required to attend "Child Welfare in North Carolina" prior to having direct client contact.

- **Child Welfare in North Carolina: Family Centered Practice Foundation.** Direct service providers and supervisors with FPS responsibility are required to attend "Child Welfare in North Carolina: Family Centered Practice Foundation" prior to having direct client contact. This training was previously titled "Family Centered Practice" or "Family Centered Practice Foundation".

- **Child Welfare in North Carolina: Family Assessment and Change Process.** Child welfare workers and supervisors with FPS responsibility are required to attend "Child Welfare in North Carolina: Family Assessment and Change Process" prior to having direct client contact.

- **Family Centered Practice in Family Preservation Programs:** Child welfare workers and Supervisors with FPS responsibility are required to attend "Family Centered Practice in Family Preservation Programs" within 180 days of employment or assignment to a FPS program. This training was previously titled "Phase II Core" training and was provided by BIABH.

- **Supervisory Skills Development Course:** Supervisors with FPS responsibility must attend a 54-hour supervisory skill course within one year of assuming supervisory responsibilities.

- **24 Hours of Continuing Education**: All child welfare workers and supervisors, regardless of employment date, are required to have 24 hours of continuing education every year after the first year of employment.

Family Preservation Services-DSS Agency
Hired on or after July 1, 2000

Family Preservation Services workers and supervisors whom are **hired and/or assumed job responsibilities in a County DSS agency after July 1, 2000,** the following training requirements apply:

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

- **Family Centered Practice Foundation:** Direct service providers and supervisors with FPS responsibility are required to attend "Family Centered Practice Foundation" at the first available opportunity, yet not later than 90 days following employment or assignment to an IFPS/FPS program.

- **Family Centered Practice in Family Preservation Programs:** Direct service providers and supervisors with IFPS/FPS responsibility are required to attend Family-Centered Practice Foundation at the first available opportunity, yet no later than 90 days following employment or assignment to an IFPS/FPS program.

- **Supervisory Skills Development Course:** Supervisors with IFPS/FPS responsibility are required to attend a supervisory skill development course within one year of assuming supervisory responsibility.

- **24 hours of Continuing Education:** All child welfare workers and supervisors, regardless of employment date, are required to have 24 hours of continuing education every year after the first year of employment.

State and Federally Funded
Intensive Family Preservation and Family Preservation Services

Hired on or after July 1, 2000

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

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

- **Family-Centered Practice Foundation:** Direct service providers and supervisors with IFPS/FPS responsibility who receive funding through the Division or are participating in data collection are required to attend Family-Centered Practice Foundation at the first available opportunity, yet no later than 90 days following employment or assignment to an IFPS/FPS program. *** Family Centered Practice Foundation has been changed to a 3-Day training and is now called "Cornerstone III B"**

- **Family Centered Practice in Family Preservation Programs:** Direct service providers and supervisors with IFPS/FPS responsibility who receive funding through the Division or are participating in data collection are required to attend Family Centered Practice in Family Preservation Programs at the first available opportunity, yet no later than 90 days following employment or assignment to an IFPS/FPS program.

- **Supervisory Skills Development Course:** Supervisors with IFPS/FPS responsibility are required to attend a supervisory skill development course within one year of assuming supervisory responsibility.

Child Protective Services

Prior to July 1, 1991

Social workers and supervisors who were **hired and/or who assumed responsibilities prior to July 1, 1991**, are exempt from all mandatory training requirements except for "Risk Assessment". While staff hired prior to July 1, 1991, are not required to attend pre-service training (unless they change agencies or assume a new role in an agency whether in the same functional area or a new functional area between January 1, 1998 and June 30, 1999), all child welfare staff are strongly encouraged to attend training to increase their level of knowledge and skills. **All child welfare workers and supervisors, regardless of employment date, are required to have 24 hours of continuing education, annually**.

Child Protective Services, Occasional On-Call or Combination Workers

July 1, 1991 through December 31, 1997

CPS social workers and social work supervisors who were **hired or assumed CPS responsibility (Intake, Investigative Assessment and Case Planning and Case Management), Occasional On-Call or Child Welfare combination responsibilities (CPS and foster care and/or adoption) after July 1, 1991 but prior to January 1, 1998** the following training requirements apply:

Course	CPS Worker	Occasional On Call	Combination Worker	Supervisor	Time Frame
Core I	X		X	X	Within 6 months of responsibility
**Risk Assessment	X		X	X	Within 6 months of responsibility (if hired after 5/1/93).
Core II	X		X	X	Within 1 year of responsibility
Legal Aspects	X		X	X	Within 1 year of responsibility
Medical Aspects	X		X	X	Within 1 year of responsibility
Child Development in Families-at-Risk	X		X	X	Within 2 years of responsibility (if hired after 7/1/97)
The Effects of Separation and Loss on Attachment	X		X	X	Within 2 years of responsibility (if hired after 7/1/97)
After Hours CPS Coverage for On-Call Workers – Video		X			2 weeks prior to on-call duty
Supervisory Skills Development Course				X	Within 2 years of responsibility

Course	CPS Worker	Occasional On call	Combination Worker	Supervisor	Time Frame
24 hours continuing education	X	X	X	X	every year after the first year of employment

- **Core I:** Social workers and social work supervisors with CPS or combination responsibilities who were hired or assigned CPS or combination responsibilities between July 1, 1991 to December 31, 1997 must complete "CPS Workers' Core I" training within six months of assuming CPS responsibility, unless they have already completed "Child Protective Services Orientation."

- ****Risk Assessment:** Social workers and social work supervisors with CPS or combination responsibilities who were hired on or after May 1, 1993, must complete "Risk Assessment" training within six months of assuming CPS or combination responsibilities. "Risk Assessment" has been incorporated into "Core I" after September 30, 1997. Therefore, staff members attending Core I after this date will not be required to attend the separate one-day "Risk Assessment" course.

- **Core II:** Social workers and social work supervisors hired or assuming CPS or combination responsibilities between July 1, 1991 to December 31, 1997 must complete "Core II" within one year of assuming CPS or combination responsibilities, unless they have already completed "Skills Development for CPS Workers".

- **Legal Aspects:** Social workers and social work supervisors hired or assuming CPS or combination responsibilities between July 1, 1991 to December 31, 1997 must attend "Legal Aspects" within one year of assuming CPS or combination responsibilities.

- **Medical Aspects:** Social workers and social work supervisors hired or assuming CPS or combination responsibilities between July 1, 1991 to December 31, 1997 must attend "Medical Aspects" within one year of assuming CPS or combination responsibilities.

- **Child Development in Families-at-Risk:** Social workers and social work supervisors who were hired or assumed CPS or combination responsibilities after July 1, 1997 must complete "Child Development in Families at Risk" within two years of assuming CPS or combination responsibilities (unless they have previously completed *Family Centered Practice* prior to July, 1997). CPS Core III may be substituted for this training. While "*Child Development in Families-at Risk*" is not required of staff employed prior to July 1, 1997, all child welfare staff are strongly encouraged to attend due to the tremendous impact child development has on practice outcomes.

- **The Effects of Separation and Loss on Attachment:** Social workers and social work supervisors with CPS or combination responsibilities who were hired or assumed CPS or combination responsibilities after July 1, 1997, must complete "*The Effects of Separation and Loss on Attachment*" within two years of assuming CPS responsibility. "CPS Core IV" or "Capturing Best Practice in Foster Care and Adoption" may be substituted for this training. While "*The Effects of Separation and Loss on Attachment*" is not required of staff hired prior to July 1, 1997, all child welfare staff are strongly encouraged to attend due to the long-term influence that separation and loss has upon children and families.

- **After Hours CPS Coverage for On-call Workers:** Social workers and supervisors responsible for on-call are required to view the video, "After Hours CPS Coverage for On-call Workers" at least two weeks prior to assuming on-call duty. Occasional on-call workers should review the video prior to each on-call assignment.

- **Supervisory Skills Development**: Social work supervisors assuming CPS managerial functions must attend one supervisory skills development course within one year of job responsibilities.

- **24 Hours of Continuing Education**: All child welfare workers and supervisors, regardless of employment date, are required to have 24 hours of continuing education every year after the first year of employment.

Child Protective Services, Occasional on Call and Combination Workers

January 1, 1998 to June 30, 1998

CPS social workers who where **hired or assumed CPS responsibility [Intake, Investigative Assessment, Case Planning and Case Management, Occasional On Call Workers and Child Welfare combination responsibilities (CPS and foster care and/or adoption)] between January 1, 1998 and June 30, 1998,** must complete a **minimum of 72 hours** of pre-service training prior to direct client contact. Social workers must also complete a **minimum of an additional 18 hours training** within the first year of assuming CPS, Occasional on Call and Combination responsibilities. An **additional 24 hours of continuing education, regardless of employment date,** for all workers is required annually thereafter.

CPS or combination social work **supervisors** must complete the **72-hour pre-service training** prior to assuming supervisory responsibility and/or direct client contact. In addition, supervisors must also attend a **minimum of 54 hours of supervisory training** within one year of assuming supervisory responsibility. Supervisors must also complete an **additional 24 hours of continuing education, regardless of employment date,** every year after the first year of employment.

The following training requirements apply:

Course	CPS Worker	Occasional On-Call Worker	Combination Worker	Supervisor	Time Frame
Core I (includes Risk Assessment)	X	X	X	X	Prior to direct client contact or assuming supervisory responsibilities.
Core II	X	X	X	X	Prior to direct client contact or assuming supervisory responsibilities
Legal Aspects	X		X	X	Within 1 year of responsibility
Medical Aspects	X		X	X	Within 1 year of responsibility
Child Development in Families-at-Risk	X		X	X	Within 2 years of responsibility
The Effects of Separation and Loss on Attachment	X		X	X	Within 2 years of responsibility
Supervisory Skills Development				X	Within 1 year of responsibility
24 hours of continuing education	X	X	X	X	Every year after the first year of employment

- **Core I:** Social workers and social work supervisors with CPS, occasional on call or combination responsibilities who were hired or assigned CPS responsibility between January 1, 1998 to June 30, 1998, must complete "CPS Workers' Core I" training prior to having direct client contact or assuming supervisory responsibilities.

- **Core II:** Social workers and social work supervisors with CPS, occasional on call or combination responsibilities between January 1, 1998 and June 30, 1998, must complete "Core II" prior to having direct client contact or assuming supervisory responsibilities.

- **Legal Aspects:** Social workers and social work supervisors hired or assuming CPS or combination responsibilities between January 1, 1998 to June 30, 1998 must attend "Legal Aspects" within one year of assuming CPS social worker or supervisor responsibility.

- **Medical Aspects:** Social workers and social work supervisors hired or assuming CPS or combination responsibilities between January 1, 1998 to June 30, 1998, must attend "Medical Aspects" within one year of assuming CPS social worker or supervisor responsibility.

- **Child Development in Families-at-Risk:** Social workers and social work supervisors who were hired or assumed CPS or combination responsibilities after July 1, 1997, must complete "Child Development in Families at Risk" within two years of assuming CPS or combination responsibilities (unless they have previously completed *Family Centered Practice* prior to July, 1997). Core III may be substituted for this training. While "Child Development in Families-at Risk" is not required of staff employed prior to July 1, 1997, all child welfare staff are strongly encouraged to attend due to the tremendous impact child development has on practice outcomes.

- **The Effects of Separation and Loss on Attachment:** Social workers and social work supervisors with CPS or combination responsibilities who were hired or assumed CPS or combination responsibilities after July 1, 1997, must complete "The Effects of Separation and Loss on Attachment" within two years of assuming CPS responsibility. "CPS Core IV" or *Capturing Best Practice in Foster Care and Adoption* may be substituted for this training. While "The Effects of Separation and Loss on Attachment" is not required of staff hired prior to July 1, 1997, all child welfare staff are strongly encouraged to attend due to the long-term influence that separation and loss has upon children and families.

- **Supervisory Skills Development**: Social work supervisors assuming CPS managerial functions must attend one 54 hour supervisory skills development course within one year of assuming job responsibilities.

- **24 Hours of Continuing Education**: All child welfare workers and supervisors, regardless of employment date, are required to have 24 hours of continuing education every year after the first year of employment.

Foster Care and Adoption Services

Prior to July 1, 1995

Social workers and supervisors, who were **hired or assumed Foster Care and Adoption responsibilities prior to July 1, 1995**, are exempt from all mandatory training requirements except for "Risk Assessment". While staff hired prior to July 1, 1995, are not required to attend pre-service training (unless they change agencies or assume a new role whether in the same functional area or a new functional area between January 1, 1998 and June 30, 1999), all child welfare staff are strongly encouraged to attend training to increase their level of knowledge and skills. **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.**

July 1, 1995 through December 31, 1997

Social workers and supervisors who were **hired or assumed Foster Care Placement, Foster Care Licensing and/or Adoption responsibility after July 1, 1995 but prior to January 1, 1998,** must complete 84 hours of training within the first year of assuming job responsibilities and must complete 24 hours of continuing education, regardless of employment date, every year after the first year of employment. The following courses apply:

Course	Licensing	Placement	Adoptions	Supervisor	Time Frame
Family Centered Practice Foundation	X	X	X	X	Within 1 year of responsibility
Family Centered Practice in Foster Care and Adoption Programs (Specialization)	X	X	X	X	Within 1 year of responsibility
Capturing Best Practice in Foster Care and Adoption	X	X	X	X	Within 1 year of responsibility
Risk Assessment	X	X	X	X	Within 6 months of responsibility
Legal Aspects	X	X	X	X	Within 1 year of responsibility
Child Development in Families-at-Risk (or Core III)	X	X	X	X	Within 1 year of responsibility
Supervisory Skills Development				X	Within 1 year of responsibility
24 Hours of Continuing Education	X	X	X	X	Within 1 year of responsibility

- **Family Centered Practice Foundation:** Social workers and social work supervisors with Foster Care Licensing, Foster Care Placement and/or Adoptions responsibility must complete "Family Centered Practice Foundation" within one year of assuming job responsibilities. This training was previously titled "Family Centered Practice".

- **Family Centered Practice in Foster Care and Adoption Programs (Specialization):** Social workers and social work supervisors with foster care/adoptions responsibility must complete "Family Centered Practice in Foster Care and Adoption Programs" within one year of assuming job responsibilities. While "Family Centered Practice in Foster Care and Adoption Programs" is not required of staff who previously completed the eight day "Family Centered Practice" training, all Foster Care and Adoption staff are strongly encouraged to attend to enhance their skills and knowledge of foster care/adoption policies, procedures, laws and practice. The one-day "Risk Assessment" training was incorporated into this course effective Fall, 1997.

- **Capturing Best Practice in Foster Care and Adoption:** Social workers and supervisors with foster care/adoptions responsibility must complete "Capturing Best Practice in Foster Care and Adoption" within one year of assuming job responsibilities. (The Effects of Separation and Loss on Attachment is a part of this course).

- **Risk Assessment:** Social workers and social work supervisors with foster care/adoption responsibility who were hired on or after May 1, 1993, must complete "Risk Assessment" training within six months of assuming job responsibilities. If staff members attended "Family Centered Practice in Foster Care and Adoption Programs" after Fall, 1997, they do not need to attend the one day "Risk Assessment" training as it was incorporated into "Family Centered Practice in Foster Care and Adoption Programs."

- **Legal Aspects:** Social workers and social work supervisors with foster care/adoptions responsibility must complete "Legal Aspects" within one year of assuming job responsibilities.

- **Child Development in Families at Risk:** Social workers and social work supervisors with foster care/adoptions responsibility must complete "Child Development in Families at Risk" within two years of assuming job responsibilities (unless they have previously completed *Family Centered Practice* prior to July, 1997).

- **Supervisory Skills Development:** Social work supervisors assuming Foster Care and/or Adoption managerial functions must attend one supervisory skills development course within one year of job responsibilities.

- **24 Hours of Continuing Education**: All child welfare workers and supervisors, regardless of employment date, are required to have 24 hours of continuing education every year after the first year of employment.

Foster Care and Adoption Staff

January 1, 1998 – June 30, 1998

Social workers and social work supervisors who were **hired or assumed Foster Care Licensing, Foster Care Placement and/or Adoption responsibility on or after January 1, 1998,** must complete a **minimum of 72 hours** of pre-service training prior to direct client contact or assumption of supervisory responsibilities. In addition, all foster care/adoptions workers must complete a **minimum of 39 hours training** within the first year of employment. An additional **24 hours of continuing education, regardless of employment date,** is required on an annual basis.

Social work supervisors must also attend an additional **54 hours supervisory training within the first year of employment.** In addition, supervisors must complete **24 hours of continuing education, regardless of employment date,** every year after the first year of employment.

The following courses apply:

Course	Licensing	Placement	Adoption	Supervisor	Time Frame
Family Centered Practice Foundation	X	X	X	X	Prior to direct client contact or assuming supervisory responsibilities
Family Centered Practice in Foster Care and Adoption Programs (Specialization)	X	X	X	X	Prior to direct client contact or assuming supervisory responsibilities
Capturing Best Practice in Foster Care and Adoption Programs	X	X	X	X	Prior to direct client contact or assuming supervisory responsibilities
Legal Aspects	X	X	X	X	Within 1 year of assuming responsibility
Child Development in Families-at-Risk	X	X	X	X	Within 2 years of assuming responsibility
Supervisory Skills Development				X	Within 1 year of assuming responsibility
24 hours of continuing education	X	X	X	X	Every year after the first year of employment

- **Family Centered Practice Foundation:** Social workers and social work supervisors with Foster Care Licensing, Foster Care Placement and/or Adoptions responsibility must complete "Family Centered Practice Foundation" prior to having direct client contact. This training was previously titled "Family Centered Practice".

- **Family Centered Practice in Foster Care and Adoption Programs (Specialization):** Social workers and social work supervisors with foster care/adoptions responsibility must complete "Family Centered Practice in Foster Care and Adoption Programs" prior to having direct client contact responsibilities. While "Family Centered Practice in Foster Care and Adoption Programs" is not required of staff who previously completed the eight day "Family Centered Practice" training, all Foster Care and Adoption staff are strongly encouraged to

attend to enhance their skills and knowledge of foster care/adoption policies, procedures, laws and practice. The one-day "Risk Assessment" training was incorporated into this course effective Fall, 1997.

- **Capturing Best Practice in Foster Care and Adoption:** Social workers and supervisors with foster care/adoptions responsibility must complete "Capturing Best Practice in Foster Care and Adoption" prior to having direct client contact responsibilities. (The Effects of Separation and Loss on Attachment is a part of this course).

- **Legal Aspects:** Social workers and social work supervisors with foster care/adoptions responsibility must complete "Legal Aspects" within one year of assuming job responsibilities.

- **Child Development in Families at Risk:** Social workers and social work supervisors with foster care/adoptions responsibility must complete "Child Development in Families at Risk" within two years of assuming job responsibilities (unless they have previously completed *Family Centered Practice* prior to July, 1997). Core III may be substituted for this training.

- **Supervisory Skills Development:** Social work supervisors assuming Foster Care and/or Adoption staff managerial functions must attend one 54 hour supervisory skills development course within one year of job responsibilities.

- **24 Hours of Continuing Education**: All child welfare workers and supervisors, regardless of employment date, are required to have 24 hours of continuing education every year after the first year of employment.

All Child Welfare Services

July 1, 1998 to August 31, 2002

Child welfare services workers and supervisors who were **hired or assumed child welfare services responsibilities on or after January 1, 1998,** (including staff hired for on-call) must complete a **minimum of 72 hours** of pre-service training prior to direct client contact or assuming supervisory responsibilities, must attend the 72 hour pre-service training. 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 adoptions 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** supervisory training within the first year of employment. Child welfare services workers and supervisors who assumed a role in a new or different functional area after July 1, 1999 and who met the pre-service training requirements at the time of their employment are not required to attend *Child Welfare in North Carolina.* However, these individuals are required to attend the job specific training (200 series, tier II) within **3 months** of assuming their job assignment/responsibility.

For staff whose primary job function is in an area other than child welfare, yet **serve Occasional On-Call or Occasional On-Call supervisory back-up**, the **72-hour pre-service** training (prior to direct client contact) is required if these individuals began their on-call duties **between July 1, 1998 to July 1, 2001**. Staff primarily working in non-child welfare areas, yet serving **Occasional On-Call or On-Call supervisory** backup, may attend a choice of training if their **duties began on/or after July 1, 2001**. These staff may choose to attend the **72-hour pre-service** training **OR** they may **attend Intake in Child Welfare Services AND Investigative Assessment in Child Welfare** Services prior to direct client contact.

The following courses apply:

Course	All Child Welfare Services Workers	Supervisor	Time Frame
Child Welfare in North Carolina: Family Centered Practice Foundation	X	X	Prior to direct client contact or assuming supervisory responsibilities
Child Welfare in North Carolina: Introduction to a County DSS/ Family Assessment and Change Process	X	X	Prior to direct client contact or assuming supervisory responsibilities
Child Welfare in North Carolina: Family Assessment and Change Process	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

Course	All Child Welfare Services Workers	Supervisor	Time Frame
The Effects of Separation and Loss on Attachment	X	X	within 1 year of assuming responsibility
200 Series [those that apply to job role(s) **(See Description)**	X	X	within 1 year of assuming responsibility for new employees **(if hired after July 1, 1999)**
Supervisory Skills Development		X	within 1 year of assuming responsibility
24 Hours of Continuing Education	X	X	every year after the first year of employment

Child Welfare in North Carolina: Foundations of Child Welfare, Family Assessment 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 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.

Child welfare workers and supervisors who assumed a new job function (between January 1, 1998 and June 30, 1999) and who were either "grand-fathered in" or were not previously required to attend "Child Welfare in North Carolina" must attend the 72 hour pre-service training prior to direct client contact. After July 1, 1999, child welfare workers and supervisors who change job function in their agency or a new agency are no longer required to attend the 72-hour pre-service training.

Effective July 1, 2001, occasional on-call workers and occasional on-call back-up supervisors may choose to attend "Child Welfare in North Carolina: in lieu of "Intake in Child Welfare" and "Investigative Assessments in Child Welfare".

- **Legal Aspects:** Social workers and social work supervisors with child welfare services responsibility must complete Legal Aspects within the first year of assuming child welfare services responsibility.

- **Medical Aspects:** Social workers and social work supervisors with child welfare services responsibility must complete Medical Aspects within the first year of assuming child welfare services responsibility.

- **Child Development in Families-at-Risk:** Social workers and social work supervisors with child welfare services responsibility must complete "Child Development in Families-at-Risk" within one year of assuming child welfare services responsibility (unless they have previously completed *Family Centered Practice* training prior to July, 1997 or Core III).

- **The Effects of Separation and Loss on Attachment:** Social workers and social work supervisors with child welfare services responsibility must complete "The Effects of Separation and Loss on Attachment" within one year of assuming child welfare services responsibility (unless they have previously completed *Capturing Best Practice in Foster Care and Adoption* or Core IV).

- **200 Series, Training:** New social workers and social work supervisors hired on or after July 1, 1999, must complete the 200 Series 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, after July 1, 1999, and have met the preservice requirements based upon their date of employment, must attend the 200 series training within 3 months of assuming the new job function role. The "200 Series" courses are job role specific, as follows: Family Preservation, Family Support, CPS Intake, CPS Investigative Assessment, CPS Case Planning and Case Management, Foster Care Placement, Foster Care Licensing, Adoption and Independent Living. These courses began in the Winter and Spring, 1999. This training meets the required 18/39 hours of additional training within the first year of employment. (Workers/supervisors who are employed between July 1, 1998 and December 31, 1998 will have until December 31, 1999 to complete this training.) Effective July 1, 2001, occasional on-call workers may take specific 200 series courses in lieu of "Child Welfare in North Carolina".

- **Supervisory Skills Development:** Social work supervisors assuming Child Welfare Services managerial functions must attend one supervisory skill development (54 hours) course within one year of job responsibilities.

- **24 Hours of Continuing Education**: All child welfare workers and supervisors, regardless of employment date, are required to have 24 hours of continuing education every year after the first year of employment.

All Child Welfare Services
September 1, 2002 to the Present

Child welfare services workers and supervisors who were **hired or assumed child welfare services responsibilities on or after a date that resulted in attending *Child Welfare in North Carolina*** on or after September 1, 2002, (including staff hired for on-call) must complete a **minimum of 72 hours** of pre-service training and the designated **Transfer of Learning packet** prior to direct client contact or assuming supervisory responsibilities. In addition, all CPS staff must have an additional minimum of 18 hours of in-service training within the first year; and foster care and adoptions 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 assumed a role in a new or different functional area after July 1, 1999 and who met the pre-service training requirements at the time of their employment are not required to attend ***Child Welfare in North Carolina***. However, these individuals are required to attend the job specific training (200 series, tier II) within **3 months** of assuming their job assignment/responsibility.

For staff whose primary job function is in an area other than child welfare, yet **serve Occasional On-Call or Occasional On-Call supervisory back-up,** the **72-hour pre-service** training (prior to direct client contact) is required if these individuals began their on-call duties **between July 1, 1998 to July 1, 2001.** Staff primarily working in non-child welfare areas, yet serving **Occasional On-Call or On-Call supervisory** backup, may attend a choice of training if their **duties began on/or after July 1, 2001.** These staff may choose to attend **the 72-hour pre-service** training **OR** they may **attend Intake in Child Welfare Services AND Investigative Assessment in Child Welfare Services** prior to direct client contact.

The following courses apply:

Course	All Child Welfare Services Workers	Supervisor	Time Frame
Child Welfare in North Carolina: Foundations of Child Welfare (Week 1)	X	X	Prior to direct client contact or assuming supervisory responsibilities
Child Welfare in North Carolina: Family Assessment (Week 2)	X	X	Prior to direct client contact or assuming supervisory responsibilities
Child Welfare in North Carolina: Experiential Learning Week (Week 3)	X	X	Prior to direct client contact or assuming supervisory responsibilities
Child Welfare in North Carolina: Family Change Process (Week 4)	X	X	Prior to direct client contact or assuming supervisory responsibilities
Legal Aspects	X	X	Within 1 year of assuming responsibility
Medical Aspects	X	X	Within 1 year of assuming responsibility
Child Development in Families-at-Risk	X	X	Within 1 year of assuming responsibility
The Effects of Separation and Loss on Attachment	X	X	Within 1 year of assuming responsibility
200 Series, Tier 2 [those that apply to job role(s)] ***See Description***	X	X	Within 1 year of assuming responsibility for new employees (**if hired after July 1, 1999)**
Supervisory Skills Development		X	Within 1 year of assuming responsibility
24 Hours of Continuing Education	X	X	Every year after the first year of employment

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

  Child welfare workers and supervisors who assumed a new job function (between January 1, 1998 and June 30, 1999) and who were either "grand-fathered in" must attend the 72 hours pre-service training prior to direct client contact. After July 1, 1999, child welfare workers and supervisors who change job function in their agency or a new agency are no longer required to attend the 72-hour pre-service training.

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

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

- **Legal Aspects:** Social workers and social work supervisors with child welfare services responsibility must complete *Legal Aspects* within the first year of assuming child welfare services responsibility.

- **Medical Aspects:** Social workers and social work supervisors with child welfare services responsibility must complete *Medical Aspects* within the first year of assuming child welfare services responsibility.

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

- **The Effects of Separation and Loss on Attachment:** Social workers and social work supervisors with child welfare services responsibility must complete *The Effects of Separation and Loss on Attachment* within one year of assuming child welfare services responsibility (unless they have previously completed *Capturing Best Practice in Foster Care and Adoption* or Core IV).

- **200 Series, Tier 2 Training:** New social workers and social work supervisors hired on or after July 1, 1999, 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, after July 1, 1999, 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 Investigative Assessment, CPS Case Planning and Case Management, Foster Care Placement, Foster Care Licensing, Adoption and Independent Living. These courses began in the winter and spring, 1999. This training meets the required 18/39 hours of additional training within the first year of employment. (workers and supervisors who were employed between July 1, 1998 and December 31, 1998 had until December 31, 1999 to complete this training.) Effective July 1, 2001, occasional on-call workers may take specific 200 series courses in lieu of *Child Welfare in North Carolina*.

- **Supervisory Skills Development:** Social work supervisors assuming Child Welfare Services managerial functions must attend one supervisory skill development (54 hours) course within one year of job responsibilities.

- **24 Hours of Continuing Education:** All child welfare workers and supervisors, regardless of employment date, are required to have 24 hours of continuing education every year after the first year of employment.

Occasional On-Call Staff
Assuming Role after July 1, 2001

Effective July 1, 2001, any social work staff employed by a county DSS agency, whose only **child welfare responsibility is occasional on-call duties, may attend a choice of training. Given the responsibilities of this role, it is important that staff are knowledgeable of child welfare issues, laws, policies and practices. Therefore, effective July 1, 2001, occasional on-call staff and non-child welfare on-call back-up supervisors may attend "**Intake in Child Welfare Services**" (18 hours) and "**Investigative Assessment in Child Welfare Services**" (18 hours) prior to assuming Occasional On-Call duties and/or Occasional On-Call supervisory responsibilities. In the alternative, "**Child Welfare in North Carolina**" (72 hours) may be attended prior to assuming Occasional On-Call duties and/or Occasional On-Call supervisory responsibilities. While the "**On-Call video produced by the North Carolina Division of Social Services **is an excellent supplemental resource to serving On-Call, it** does not replace the training **guidelines outlined in this policy.**

Social workers and supervisors, who are employed in the area of child welfare and serve occasional on-call duties, are required to attend training as outlined for their particular job function and hire date.

The following courses apply to occasional on-call staff employed in non-child welfare DSS positions.

Course	Occasional On-Call Social Workers	Occasional On-Call Supervisors	Time Frame
Child Welfare in North Carolina	X	X	Prior to On-Call Duties

OR

Course	Occasional On-Call Social Workers	Occasional On-Call Supervisors	Time Frame
Intake in Child Welfare Services	**X**	**X**	Prior to On-Call Duties
Investigative Assessment in Child Welfare Services	**X**	**X**	Prior to On-Call Duties

- **Child Welfare in North Carolina:** A 72-hour curriculum that addresses the Foundations of Child Welfare, Family Assessment and the Family Change Process. While the three weeks must be taken in sequence, these may be taken at three different centers or at different times.

OR

- **Intake in Child Welfare Services:** Occasional on-call social work staff and supervisors employed in a county DSS, whose primary job responsibilities are in a non-child welfare position, are required to attend "Intake in Child Welfare Services" prior to serving on-call.

AND

- **Investigative Assessment in Child Welfare Services:** Occasional on-call social work staff and supervisors employed in a county DSS, whose primary job responsibilities are in a non-child welfare position, are required to attend "Investigative Assessment in Child Welfare Services" prior to serving on-call duties.

Supervisory Skills Development Courses

Child Welfare Supervisors in Family Preservation, Child Protective Services Intake, Child Protective Services Investigative Assessments, Case Planning and Case Management, Foster Care Placement, Licensing and Adoptions must complete 54 hours of supervisory skill development training within one year of assuming supervisory responsibilities. **Prior to July 1, 1999**, the following courses were available to meet this requirement:

- **A Systems Approach to Supervision**
- **A Combination of the Following:**
  Set for MAPP: Effectively Supervising Children's Services in North Carolina
  and
  Family-Centered/Family Preservation Services Supervisors' Training
- **Essential skills for New Supervisors (sponsored by NCDSS, regional trainers)**
- **Interaction Management (sponsored by NCDSS, regional trainers)**

After July 1, 1999

Introduction to Supervision for Child Welfare Supervisors has been developed to meet this training requirement. See the Table of Contents in the most current Training Calendar for the page number(s) of this course description.

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, newly licensed after July 1, 1995, 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
- Lifebook 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.

GUIDELINES FOR AN EFFECTIVE TRAINING EXPERIENCE

The N.C. Children's 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. To enhance your training experience, there are 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 training calendar.

- If you are unable to attend training, please cancel in advance so that we may serve other participants on the waiting list.

- Prior to training, discuss with your supervisor: caseload coverage in your absence, your expectations of the course, beginning and ending times of training, county compensatory time policy, and agency dress code while attending training.

- Bring your confirmation letter, any supplies requested and directions to the training center to assist in your arrival prior to 9:00 a.m.

DURING

- 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.
  - Turn cellular phones and beepers off or to the silent mode during classroom time.
  - Return from breaks and lunch on time.

- Participants will need to complete a community college registration form on the first day of training.

- Complete class assignments that may occur outside of the classroom as this enhances group discussions and the sharing of different perspectives on a particular topic.

- Participants need to be prepared to remain for the entire training days. Training will not conclude early.

- Attend the entire length of training which will result in a certificate of completion from NCDSS and continuing education credits from the community college

- Supervisory attempts need to be made to avoid interrupting your employee's training. Frequent phone calls to your worker is often distracting, decreasing the individual's concentration**.**

GUIDELINES FOR AN EFFECTIVE TRAINING EXPERIENCE
(continued)

AFTER

- As your feedback is very important to the Staff Development Team, please complete the evaluation form, in its entirety, at the conclusion of the training. Evaluations are used to determine the effectiveness of the training center, staff, curriculum and competence of trainers.

- Upon return to the agency, discuss acquired information with your supervisor and co-workers to enhance your retention of the material.

- Apply new knowledge and skills learned, shortly following your return to the agency as this will enhance your retention of knowledge and will begin to build your social work skills.

- Upon your return to the agency, if you should have any questions about the training you attended, please feel free to contact the trainer(s) for the specific course you attended to clarify any information or questions.

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

Child Welfare Training System

100 Series

Pre-service
(Effective July 1998)

200 Series

Tier 1

- Legal Aspects
- Child Development in Families at Risk
- Medical Aspects
- Effects of Separation & Loss on Attachment

Tier 2

- Intake
- Investigation
- Family Preservation
- Case Planning & Management
- Child Placement
- Foster Care Licensing
- Family Support & Practice
- Adoption
- Independent Living

300 Series

- All in-service training

CURRICULA ORGANIZATIONAL STRUCTURE

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

Many new child welfare staff 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 staff who are beginning their social work practice in a North Carolina Department of Social Service agency. Information provided in the 100 series give 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. *** See training guidelines for further clarification.**

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 pre-requisite to Family Centered Practice in Family Preservation Program. They should instead take Family Centered Practice in Family Preservation Program at the first available opportunity but no later than 90 days following employment or job responsibility.)

The 200 series training events are divided into Tier 1and 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 are social workers and supervisors who have no more than one-year experience. **See training guidelines for further clarification.**

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

The **200 series, Tier 2,** courses primarily provide child welfare staff with more in-depth knowledge and skills practice regarding job specific information. Child welfare social workers and supervisors should attend the course(s) that address the job functional area that they practice. For example, a social worker that is employed in Child Protective Services Investigative 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. Training events that are included in the 200 Series, Tier II, include **Intake in Child Welfare Services, Investigative Assessment in Child Welfare Services, Family-Centered Practice in Family Preservation Programs, Case Planning and Case Management in Child Welfare Services, Family Support In Practice: Connecting with Families, Placement in Child Welfare Services, Foster Family Home Licensing in Child Welfare Services, Adoptions in Child Welfare Services and the Independent Living courses.**

CURRICULA ORGANIZATIONAL STRUCTURE
(continued)

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

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

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

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 Teresa Turner at (919) 733-7672 or by e-mail at Teresa.Turner.ncmail.net

*** Child Welfare Training Guidelines can be accessed on the Division of Social Services website at www.dhhs.state.nc.us./dss/county/index.htm.**

TRAINING RECORD FORM
(optional)

Name of Staff Person: _____

Title of Training Attended	Dates Training Provided	Presenter Name(s)	Location of Training	Number of Credit Hours Earned

REGIONAL TRAINING CENTER INFORMATION

Asheville Regional Training Center

1. **Asheville-Buncombe Technical Community College** Classrooms: 408 and 409
   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
   Administrative Support Staff: **Lou Decker**

Charlotte Regional Training Center

2. **Central Piedmont Community College** Classrooms: 2105 and 2110
   West Campus
   3210 CPCC West Campus Drive
   Charlotte, NC 28208
   Phone Numbers: 704-395-2110, 704-395-2138, 704-395-2160
   Fax Number: 704-395-2101 State Courier Number: 05-18-41
   Administrative Support Staff: **Bonnie English**

Greensboro Regional Training Center

3. **Guilford Technical Community College** Classrooms: 207 and 216
   J.C. Price Campus, Room 208
   400 West Whittington Street
   Greensboro, NC 27406
   Phone Number: 336-334-3930, 336-334-3931, 336-334-3932
   Fax Number: 336-334-3936 State Courier Number: 02-20-05
   Administrative Support Staff: **Elaine Highsmith**

Kinston Regional Training Center

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

Fayetteville Regional Training Center

5. **Cumberland County DSS** Classrooms: G-05A, G-05-B
   1225 Ramsey Street, Room G05 G-05C
   Fayetteville, NC 28301
   Phone Number: 910-677-0460, 910-677-0466, 910-677-0448
   Fax Number: 910-677-0468 State Courier Number: 14-62-43
   Administrative Support Staff: **Amy Campbell**

ASHEVILLE REGIONAL TRAINING CENTER
Classrooms 408 and 409
NC/DSS #6
Asheville-Buncombe Technical Community College
Haynes Building, 4th Floor
1459 Sand Hill Road
Candler, NC 28715

For further information on directions to RTC, please call Lou Decker, Asheville RTC support staff, at 828-670-5050 and fax number 828-670-5053
For further information on your registration or to cancel your attendance, please call the registration contact person listed in your confirmation letter.
To confirm that training event will take place in case of inclement weather, please call the Asheville-Buncombe Tech. Community College at 828-254-1921

Directions to the Asheville-Buncombe Technical Community College

From I-40 Eastbound:

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

From I-40 Westbound:

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

Parking

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

Asheville Area Motels

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

Ramada Inn
435 Smokey Park Hwy.
Asheville, NC
800-678-2161

Best Western
275 Smokey Park Hwy.
Asheville, NC
800-528-1234

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

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

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

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)
West Campus
3210 CPCC West Campus Drive, Charlotte, NC 28208

For further information on directions to RTC, please call Bonnie English, Charlotte RTC Support Staff at 704-395-2110.
For further information on your registration or to cancel your attendance, please call the registration contact person listed in your confirmation letter.
To confirm if training event will take place in case of inclement weather, please call Central Piedmont Community College at 704-330-6970.

Directions to Central Piedmont Community College
West Campus

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 third stop light, make a right onto Morris Field Drive. Make the next right onto CPCC West Campus Drive.

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.

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.

From Monroe:
Highway 74 to I-277 South. Bear towards your left from I-277 South to Wilkinson Boulevard. Go through four stoplights 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.

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.

Comfort Suites
I-85 and Billy Graham
3425 Mulberry Church Road
Charlotte, North Carolina 28208
704-971-4400

Microtel Inn – Charlotte Airport
3412 South I-85 Service Road
Charlotte, North Carolina 28208
704-398-9601

Fairfield Inn – Charlotte Airport
3400 South I85 Service Road
Charlotte, North Carolina 28208
704-392-0600

Sleep Inn
701 Yorkmont Road
Charlotte, NC
704-525-5005

Sheraton Charlotte Airport Hotel
3315 I-85 & Billy Graham Parkway
Charlotte, North Carolina 28208
704-392-1200

Holiday Inn – Woodlawn
212 Woodlawn Road
Charlotte, North Carolina 28217
704-525-8350

Hampton Inn – I-77 / Tyvola
440 Griffith Road
Charlotte, North Carolina 28217
704-525-0747

FAYETTEVILLE REGIONAL TRAINING CENTER
Classrooms: G-05A, G-05B, G-05C
Cumberland County DSS
P.O. Box 2429
1225 Ramsey Street – Suite G05
Fayetteville, NC 28302

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

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

To confirm if a training event will take place in case of inclement weather, please call Cumberland County DSS Government Weather Line (910) 678-7701. (If Cumberland Co. 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, turn left onto Hillsboro Street. Parking lot is on left.

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

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

Parking

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

Fayetteville Area Motels

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

Clarion Prince Charles
450 Hay Street
Fayetteville, NC
910-433-4444

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

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

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

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

Holiday Inn
1944 Cedar Creek
Fayetteville, NC
910-323-1600

GREENSBORO REGIONAL TRAINING CENTER
Classrooms 207 and 216
Guilford Technical Community College
J.C. Price Campus
400 West Whittington Street
Greensboro, NC 27406

For further information on directions to RTC, please call Elaine Highsmith, Greensboro RTC support staff, at 336-334-3930. **(Note: GRTC will be moving sometime in Spring, 2005)**
For further information on your registration or to cancel your attendance, please call the registration contact person listed in your confirmation letter.
To confirm if training event will take place in case of inclement weather, please call the Guilford Tech. Community College at 336-454-1126 or 336-334-4822.

Directions to Guilford Technical Community College, J.C. Price Campus

From I-85 North/ I-40 East:

Take the Elm/Eugene Street Exit**. (Exit 37)** Turn left at the traffic light (toward downtown). Go straight approximately 1 – 2 miles. Pass Whittington Street. The second street after Whittington is J. C. Price Lane. Turn left onto J. C. Price Lane just before the Crown gas and convenient store. If you cross Lee Street, you have gone too far. J.C. Price Lane leads to the lower parking lot.

From I-85 South/ I-40 West:

Take the Elm/Eugene Street Exit**. (Exit 37)** Turn right at the traffic light (toward downtown). Go straight approximately 1 – 2 miles. Pass Whittington Street. The second street after Whittington is J. C. Price Lane. Turn left onto J. C. Price Lane just before the Crown gas and convenient store. If you cross Lee Street, you have gone too far. J. C. Price Lane leads to the lower parking lot.

Parking

Parking is available, free of charge, in the lower parking lot, which is accessed from J. C. Price Lane. Parking is prohibited in areas marked Fire Lane, Loading Zone and Faculty. Handicapped parking is available in the front of the J.C. Price building. Turning left onto Whittington Street from Elm/Eugene Street accesses handicapped parking. Keep straight on Whittington Street for several blocks. Turn right into the J.C. Price campus. Parking tickets are the responsibility of the participants.

Motels

Several motels are located in close proximity to the regional training center. By providing a list of area lodging NCDSS is not recommending the cost, service, or quality of the motels. Participants are responsible for arranging their own accommodations.

Best Western Windsor Suites
2006 Veasley St. (off I-40)
Greensboro, NC
336-294-9100

Days Inn
3304 Isler Street (off I-40 & High Point Rd.)
Greensboro, NC
336-297-1996

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

Fairfield Inn Greensboro
2003 Athena Court (off I-40 & High Point Rd.)
Greensboro, NC
336-294-9922

Residence Inn by Marriott
2000 Veasley Street (off I-40 & High Point Rd.)
Greensboro, NC
336-294-8600

Clarion Inn – Greensboro
415 Swing Road
Greensboro, NC
336-299-7650

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

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

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

To confirm if training event will take place in case of inclement weather, please call Lenoir Community College at 252-527-6223 or 252-522-4141.

Directions to Lenoir Community College

From Raleigh:

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

From Jacksonville and Trenton:

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

From Greenville:

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

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

Parking

Parking is available at a cost of $2.00 per academic year. Parking is available in any student parking lot. (The spaces in these lots are unnumbered.) Parking may be accessed by Highway 70 or by the main entrance from Highway 58. Parking is also available in front of and beside the Bullock Building (facing Highway 70) and also behind the Waller Building (accessible by the main entrance from Highway 58). Handicapped parking is available at the side entrance of the Administration Building (facing) Highway 70. Parking tickets are the responsibility of the participant.

Kinston Area Motels

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

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

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

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

Holiday Inn Express
1156 Hill Farm Road
Kinston, NC
252-559-8888 or 800-HOLIDAY

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

INCLEMENT WEATHER POLICY

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 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.

Our standard operating procedure is to cancel classes whenever the facility is closed and to resume classes whenever the facility reopens. Thus, for a four-day training, 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, you will need to listen to weather reports and use your best judgment about driving conditions and whether or not you need to make the trip. If we know early enough before the first day of training that the center is closing, we will make every effort to call participants ahead of time.

Asheville-Buncombe Tech. Comm. College	**(828) 254-1921**
Asheville Regional Training Center	**(828) 670-5050**
Central Piedmont Community College	**(704) 330-6970**
Charlotte Regional Training Center	**(704) 395-2110**
***Cumberland Co. DSS (Govt. weather line)**	**(910) 678-7701**
Fayetteville Regional Training Center	**(910) 677-0460**
Guilford Tech. Comm. College	**(336) 454-1126 or (336)334-4822**
Greensboro Regional Training Center	**(336) 334-3930**
Lenoir Community College	**(252) 527-6223 or (252) 522-4141**
Kinston Regional Training Center	**(252) 520-2413**

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

GUIDELINES FOR REGISTRATION

1. To fax a registration form please refer to the NC DSS Training Calendar for the appropriate contact person. On-line registration at url: http://www.ncswtrain.org
2. When registering for training please **ONLY** use the registration form enclosed in the NC DSS Training Calendar (revised March 10th, 2004).
3. When filling out a registration form please **PRINT** or **TYPE** information.
4. Your name will appear on the certificate as it does on the first line of the registration form.
5. Registrants' home phone numbers are requested in case of inclement weather.
6. Registrations will **ONLY** be accepted by fax, mail and online.
7. Registration forms will **ONLY** be accepted after the registration opening date.
8. Registration forms must be fully completed. Incomplete registration forms will be returned to the sending agency.
9. If you are registering for MAPP/GPS and are a foster/adoptive parent, private child placing agency, an Area Mental Health Program or from a Family Resource Program , registrant's will need to complete a NCDSS registration form and an Application for Admission to MAPP-GPS Training.
10. Registrants who are accepted to the training event will receive a "Confirmation" letter. Faxing or mailing a registration form or registering on line **does not guarantee** that you are registered for a training event. Confirmation letters will be mailed out after registration closing date.
11. If a training event has reached its maximum number of participants, additional registrants will receive a "Waiting List" letter or a "Training Event Closed" letter.
12. Registration forms will **only** be accepted after registration closing date if space remains available. Please call the appropriate registration contact person to see if space is still available.
13. 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.
14. The NC Division of Social Services wishes to ensure that no individual with a disability is discriminated against because of the absence of auxiliary aids and services. Individuals with disabilities who require accommodations in order to participate in our training events are encouraged to contact the assigned registration person prior to the training.
15. **Participants "MUST" be present for the entire training unless it is an emergency.**
16. If you are making up for a missed training day, you must fill out a registration form for the name of training and date you need to make up.
17. All participants must pre-register for all training events based upon the opening and closing dates listed for each course in the training calendar. Agencies who choose to substitute one employee for an employee who is already registered for a training event need to cancel employee A (the registered employee). Pre-registration of employee B does not guarantee that employee B will be accepted into the training. Once employee A cancels his/her registration in a 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.**
18. Please fill out a separate registration form for each training event you want to attend.
19. **Participants must be present the first day of training.** When personnel or schedule changes occur in your agency and you are not going to attend a training for which you are registered, please **email** the appropriate registration contact person immediately. This will make it possible to meet the training needs of staff from other agencies. Please see page 45 for email addresses.

GUIDELINES FOR REGISTRATION con't

20. For training events with a registration fee, a full refund will be made if we receive a cancellation notice seven business days prior to the training. No refund will be made for cancellations made six or fewer business days prior to the training event, but you may register a substitute. If you register using an agency authorization form, but do not attend and do not cancel, you or your agency will be billed for the full amount of the registration fee.
21. For training events without a registration fee, cancellation should be made **no later than 72 hours** prior to the training, as we may be able to fill your slot with someone on the waiting list, or avoid extra costs for training materials. In the event of an emergency, cancellations will be accepted up to the beginning date of training.
22. If you have registered for a training but did not attend and did not email the registration contact person that you did not plan to attend, the immediate supervisor and agency director will receive a **"No Show"** letter notifying them of your training absence.
23. If you have to leave early or arrive late due to an emergency, please speak to the trainer to arrange a time to make up missed material. Until the material is made up, you will receive an incomplete, and an "incomplete" letter will be sent to your supervisor informing them of your status.
24. The selection process for the social work professional is prioritized based on:

For all training events:

Child Welfare Services employees, contract staff and student interns from NC County Departments of Social Services may attend the training events listed below. Training registrations are accepted in the following manner:

For 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, then
2) Other Child Welfare staff employed in a county Department of Social Services
3) Registrations are accepted in the order they are received based upon the priorities listed above.

For Family Preservation Training (200 Level):

1) Family Preservation, home-based and Family Support program staff who are affected by the training policy requiring training within 90 days following employment will receive priority.
2) CPS Case Planning and Case Management and Child Placement Staff are encouraged to attend this training and will be accepted on a first come first serve basis, as space allows following the closing date.

In-Service Trainings (200 Level)

1) Child Welfare and contract staff employed in a county Department of Social Services who are affected by the law requiring additional training within the first year of employment **OR** for Family Preservation staff affected by the training policy requiring training within the first 90 days following job responsibilities will receive priority.
2) Child Welfare staff and student interns employed in a county Department of Social Services, Family Preservation, Home-Based and Family Support staff not affected by the training law/requiring 18/39 hours of additional training within the first year of employment are accepted on a first come first serve basis, as space allows following the registration closing date.
3) Staff from private child-placing and adoption agencies may attend *Adoptions in Child Welfare Services.* These registrations are accepted on a first come first serve basis depending upon availability of space following the closing date.

4) Staff from private child-placing agencies and Mental Health (therapeutic homes) may attend *Foster Family Home Licensing in Child Welfare Services*. These registrations are accepted on a first come first serve basis depending upon availability of space following the closing date.
5) Registrations are accepted in the order they are received based upon the priorities listed above, in the 200 level

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.
2) Family Preservation, Home-Based and Family Support staff are accepted on a first come first serve basis as space allows following the closing date of training.
3) To allow equal access to training, 5 participants from the same county will be accepted into a training event. Additional registrants from a county may be accepted into the training depending upon space availability following the closing date. Additional county registrants will be accepted on a first come first serve basis.
4) Registrations are accepted in the order they are received based upon the priorities listed above, in the 300 level.

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

1) Registrations are accepted beginning on the opening date listed in the training calendar.
2) Registrations for MAPP-GPS Certification can only be accepted from persons who meet the applicable requirements for foster parents, adoptive parents, Department of Social Services staff, Area Mental Health Program staff, licensed child placing agency staff (licensed through the N.C. Division of Social Services), and temporary agency staff.
3) A Department or a licensed private child-placing agency may contract with a person who meets applicable requirements to conduct the responsibilities of MAPP-GPS. The local Department of Social Services or licensed child placing agency should submit the registration form for the person with whom they are contracting along with a letter verifying that this person is under contract and meets the staffing qualifications outlined on pages 74-76.
4) Registrants who are foster/adoptive parents, from a private child-placing agency, or from a Family Resource Program funded by NCDSS, registrants must complete a NCDSS Statewide Training Partnership registration form and An Application for Admission to MAPP-GPS Training, found on pages 46-47.

Selections are then made based on the following criteria:

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

Please forward completed registration to the appropriate contact person:

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

Korri Mosley
NC Division of Social Services
Staff Development Team
325 N. Salisbury Street, Suite 735
2412 Mail Service Center
Raleigh, NC 27699-2412
Phone: (919) 733-7672
Fax: (919) 733-9204
E-mail: **Korri.Mosley@ncmail.net**

Lou Decker
Asheville Regional Training Center
Asheville-Buncombe Tech. Community College
NC/DSS #6
Haynes Building, 4th Floor
1459 Sand Hill Road
Asheville, NC 28806
Phone: (828) 670-5050
Fax: (828) 670-5053
E-mail: **lou.decker@ncmail.net**

Judy Prophet
Jordan Institute for Families,
UNC-Chapel Hill School of Social Work
9551 Hitchgate Drive
Charlotte, NC 28227
Phone: (704) 545-9512
Fax: (704) 573-4802
E-mail: **jhprophe@bellsouth.net**

Bonnie English
Charlotte Regional Training Center
Central Piedmont Community College
West Campus
3210 CPCC West Campus Drive
Charlotte, NC 28208
Phone: (704) 395-2110
Fax: (704) 395-2101
E-mail: **boneng@bellsouth.net**

Donna Walters Pearson
Home Remedies
Appalachian Family Innovations
(Formerly BIABH Study Center Appalachian State University)
203 Avery Avenue
Morganton, NC 28655
Phone: (828) 433-7187
Fax: (828) 430-8762
E-mail:
donna.pearson@familyinnovations.org

Elaine Highsmith
Greensboro Regional Training Center
Guilford Technical Community College
JC Price Campus
400 West Whittington Street, Room 208
Greensboro, NC 27406
Phone: (336)-334-3930
Fax: (336)-334-3936
E-mail: **laineeh@bellsouth.net**

Betty Williford
Kinston Regional Training Center
Lenoir Community College
Administration Building, Room 207
Highway 70
Kinston, NC 28502
Phone: (252) 520-2413
Fax: (252)-520-2417
E-mail: **bettywilliford@coastalnet.com**

Clarence A. Lamb
NC Division of Social Services
Staff Development Team
325 N. Salisbury Street, Suite 735
2412 Mail Service Center
Raleigh, NC 27699-2412
Phone: (919) 733-7672
Fax: (919) 733-9204
E-mail: **Clarence.Lamb@ncmail.net**

Insert Registration Form

INSERT APPLICATION FOR MAPP-GPS

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

"Child Welfare in North Carolina" is a three-week competency based **pre-service** curriculum that is designed to provide social workers and supervisors with an overview of the child welfare system. At the conclusion of the training, social workers and supervisors will have knowledge that will allow them to begin to see clients in their agency. New Children's Services DSS staff must complete the three weeks in sequence, though may take the three weeks in different centers or at different times.

Prerequisite: None

Week 1: Foundations of Child Welfare

Week 1 will provide participants with an overview of the history, 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. An overview of Family Centered Practice and the role of community resources will be explored. Participants will also be provided with an overview of North Carolina child welfare definitions, laws and policies. Indicators and risk factors to assist with the identification of child abuse, neglect and dependency will be discussed. The week will conclude with a discussion regarding cultural awareness and rapport building with families.

Week 2: Family Assessment

Week 2 will provide participants with various interviewing strategies to assist with obtaining information from families and children. It also 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 case decisions and complete an initial family services case plan.

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.

Week 4: Family Change Process

Week 4 begins the change process for families. Participants will discover how the risk assessment is connected with family case planning. The function of Case Planning and Management is discussed as well as the philosophy ad principles that underlie case planning with families. Participants will be provided with information regarding concurrent planning, objective writing, and completion of Family Services Case Plans A-D. 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, case closure, the role of the court system, case recording techniques for proper documentation, and social worker safety.

CHILD WELFARE IN NORTH CAROLINA
(Continued)

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

Target Audience: This course is designed for new staff who are primarily responsible for child welfare job functions within a North Carolina County Department of Social Services. This would include all new child welfare social workers and supervisors employed in a county DSS, individuals/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.

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

Please see next page for training schedule.

CHILD WELFARE IN NORTH CAROLINA
PRE-SERVICE CURRICULUM FOR NEW WORKERS AND SUPERVISORS
Week 1: Foundations of Child Welfare
Week 2: Family Assessment
Week 3: Experiential Learning Week
Week 4: Family Learning Process

Dates of Training	Location	Registration Opens	Registration Closes	Register With
December 14-17, 2004 January 4-7, 2005 January 18-21, 2005	**Charlotte**	October 5, 2004	November 23, 2004	**Bonnie English Charlotte Center**
January 4-7, 2005 January 11-14, 2005 January 25-28, 2005	**Greensboro**	October 26, 2004	December 14, 2004	**Elaine Highsmith Greensboro Center**
January 4-7, 2005 January 11-14, 2005 January 25-28, 2005	**Kinston**	October 26, 2004	December 14, 2004	**Betty Williford Kinston Center**
January 25-28, 2005 February 1-4, 2005 February 15-18, 2005	**Fayetteville**	November 15, 2004	January 4, 2005	**Amy Campbell Fayetteville Center**
February 8-11, 2005 February 15-18, 2005 March 1-4, 2005	**Asheville**	November 30, 2004	January 18, 2005	**Lou Decker Asheville Center**
February 8-11, 2005 February 15-18, 2005 March 1-4, 2005	**Charlotte**	November 30, 2004	January 18, 2005	**Bonnie English Charlotte Center**
February 15-18, 2005 February 22-25, 2005 March 15-18, 2005	**Greensboro**	December 2, 2004	January 25, 2005	**Elaine Highsmith Greensboro Center**
February 15-18, 2005 February 22-25, 2005 March 15-18, 2005	**Kinston**	December 7, 2004	January 25, 2005	**Betty Williford Kinston Center**
March 15-18, 2005 March 21-24, 2005 April 5-8, 2005	**Fayetteville**	January 4, 2005	February 22, 2005	**Amy Campbell Fayetteville Center**
March 21-24, 2005 March 29-April 1, 2005 April 12-15, 2005	**Asheville**	January 10, 2005	February 28, 2005	**Lou Decker Asheville Center**
March 21-24, 2005 March 29- April 1, 2005 April 12-15, 2005	**Charlotte**	January 10, 2005	February 28, 2005	**Bonnie English Charlotte Center**
April 5-8, 2005 April 12-15, 2005 April 26-29, 2005	**Greensboro**	January 25, 2005	March 15, 2005	**Elaine Highsmith Greensboro Center**
April 5-8, 2005 April 12-15, 2005 April 26-29, 2005	**Kinston**	January 25, 2005	March 15, 2005	**Betty Williford Kinston Center**

CHILD WELFARE IN NORTH CAROLINA
PRE-SERVICE CURRICULUM FOR NEW WORKS AND SUPERVISORS
Week 1: Foundations of Child Welfare
Week 2: Family Assessment
Week 3: Experiential Learning Week
Week 4: Family Learning Process

April 26-29, 2005 May 3-6, 2005 May 17-20, 2005	**Fayetteville**	February 15, 2005	April 5, 2005	**Amy Campbell Fayetteville Center**
May 3-6, 2005 May 10-13, 2005 May 24-27, 2005	**Asheville**	February 22, 2005	April 12, 2005	**Lou Decker Asheville Center**
May 3-6, 2005 May 10-13, 2005 May 31-June 3, 2005	**Charlotte**	February 22, 2005	April 12, 2005	**Bonnie English Charlotte Center**
May 17-20, 2005 Mary 24-27, 2005 June 7-10, 2005	**Greensboro**	March 8, 2005	April 26, 2005	**Elaine Highsmith Greensboro Center**
May 17-20, 2005 May 24-27, 2005 June 7-10, 2005	**Kinston**	March 8, 2005	April 26, 2005	**Betty Williford Kinston Center**
June 7-10, 2005 June 14-17, 2005 June 28-July 1, 2005	**Fayetteville**	March 29, 2005	May 17, 2005	**Amy Campbell Fayetteville Center**
June 14-17, 2005 June 21-24, 2005 July 5-8, 2005	**Asheville**	April 5, 2005	May 24, 2005	**Lou Decker Asheville Center**
June 21-24, 2005 June 28-July 1, 2005 July 12-15, 2005	**Charlotte**	April 12, 2005	May 31, 2005	**Bonnie English Charlotte Center**
June 28- July 1, 2005 July 5-8, 2005 July 19-22, 2005	**Greensboro**	April 19, 2005	June 7, 2005	**Elaine Highsmith Greensboro Center**
June 28-July 1, 2005 July 5-8, 2005 July 19-22, 2005	**Kinston**	April 19, 2005	June 7, 2005	**Betty Williford Kinston Center**
July 26-29, 2005 August 2-5, 2005 August 16-19, 2005	**Asheville**	May 16, 2005	July 5, 2005	**Lou Decker Asheville Center**

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

Child Development in Families at Risk is a two-day **foundation** curriculum building on information learned in Child Welfare in NC Pre-service training. The course will focus on normal developmental milestones for infants and toddlers, school age children, and adolescents. It will also cover the effects of abuse, neglect and trauma, such as environmental stress on the development of children. New research in the areas of brain development, temperament and resiliency will be explored. Actual case studies will be used to practice developmental assessments, family-centered practice and case planning. *Child Development in Families at Risk* was developed and later revised in 2003 by the NC 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).

Contact Hours: 12 contact 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 for those grandfathered into the training requirements.

Target Audience: This curriculum is targeted to new (one year or less of employment) child welfare social workers employed in a County DSS. **Please note**: Prior to July/97, the topics included in this curriculum were part of the Family-Centered Practice curriculum. Therefore, individuals who have attended the Family-Centered Practice training prior to July/1997 should not register for Child Development in Families at Risk.

Maximum Number of Participants: 26
Minimum Number of Participants: 6

Dates of Training	Location	Registration Opens	Registration Closes	Register With
January 19-20, 2005	**Asheville**	November 10, 2004	December 29, 2004	**Judy Prophet Jordan Institute for Families Fax: (704) 573-4802 Phone: (704) 545-9512**
January 31- February 1, 2005	**Greensboro**	November 22, 2004	January 10, 2005	
February 15-16, 2005	**Kinston**	December 7, 2004	January 25, 2005	
March 9-10, 2005	**Fayetteville**	December 29, 2004	February 16, 2005	
April 19-20, 2005	**Greensboro**	February 8, 2005	March 29, 2005	
April 26-27, 2005	**Charlotte**	February 15, 2005	April 5, 2005	
May 3-4, 2005	**Kinston**	February 22, 2005	April 12, 2005	

EFFECTS OF SEPARATION AND LOSS ON ATTACHMENT
(200 Series, Tier 1)

Effects of Separation and Loss on Attachment is a two-day **foundation** curriculum. Participants who attend this training will leave with an understanding of the attachment process between children and their caregivers, the impact of loss and grief on child development, and specific practice skills for forming and maintaining attachments(between the child and his/her birth parents and/or foster parents and/or adoptive parents.) *Effects of Separation and Loss on Attachment* was developed by the NC 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).

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

Target Audience: This **foundation** curriculum is targeted to new (one year or less of employment) child welfare social workers employed in a County DSS. **Please note**: Prior to July/97, the topics included in this curriculum were part of the Capturing Best Practice in Adoption for NC curriculum. Therefore, individuals who have attended the Capturing Best Practice in Adoption training prior to July/1997 should not register for Effects of Separation and Loss on Attachment.

Maximum Number of Participants: 26
Minimum Number of Participants: 6

Dates of Training	Location	Registration Opens	Registration Closes	Register With
February 2-3, 2005	**Asheville**	November 24, 2004	February 12, 2005	**Judy Prophet** **Jordan Institute for Families** **Fax: (704) 573-4802** **Phone: (704) 545-9512**
February 22-23, 2005	**Fayetteville**	December 14, 2004	February 1, 2005	
March 8-9, 2005	**Kinston**	December 28, 2004	February 15, 2005	
April 13-14, 2005	**Greensboro**	February 2, 2005	March 23, 2005	
April 19-20, 2005	**Fayetteville**	February 8, 2005	March 29, 2005	
June 7-8, 2005	**Charlotte**	March 29, 2005	May 17, 2005	
June 14-15, 2005	**Kinston**	April 5, 2005	May 24, 2005	

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

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

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

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

Target Audience: This **foundation** curriculum is targeted to child welfare staff employed in a County DSS, for one year or less who work with children and families within the juvenile court system

Maximum Number of Participants: 50
Minimum Number of Participants: 6

Dates of Training	Location	Registration Opens	Registration Closes	Register With
January 25-26, 2005	**Greensboro**	November 23, 2004	January 4, 2005	**Clarence Lamb NC Division of Social Services** **Fax: (919) 733-9204** **Phone: (919) 733-7672**
February 22-23, 2005	**Fayetteville**	December 14, 2004	February 1, 2005	
March 22-23, 2005	**Raleigh**	January 11, 2005	March 1, 2005	
May 3-4, 2005	**Charlotte**	February 22, 2005	April 12, 2005	
May 24-25, 2005	**Asheville**	March 15, 2005	May 3, 2005	
June 21-22, 2005	**Beaufort**	April 12, 2005	May 31, 2005	

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

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

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

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

Target Audience: This **foundation** curriculum is targeted to new (one year or less employment) child welfare staff employed in a County DSS, who work with abused and neglected children.

Maximum Number of Participants: 50
Minimum Number of Participants: 6

Dates of Training	Location	Registration Opens	Registration Closes	Register With
January 11-12, 2005	**Raleigh**	November 2, 2004	December 14, 2004	**Clarence Lamb NC Division of Social Services** **Fax: (919) 733-9204** **Phone: (919) 733-7672**
February 10-11, 2005	**Fayetteville**	December 2, 2004	January 13, 2005	
March 9-10, 2005	**Charlotte**	December 28, 2004	February 15, 2005	
April 19-20, 2005	**Greensboro**	February 08, 2005	March 29, 2005	
May 3-4, 2005	**Asheville**	February 22, 2005	April 12, 2005	
June 8-9, 2005	**Beaufort**	March 16, 2005	May 11, 2005	

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

Adoptions in Child Welfare Services is a three-day **specialized** curriculum focusing on children awaiting adoptive placement and families who are interested in adopting children. Topics covered in this curriculum include: the policies, laws, and best practice that support a broad based community approach to finding families who are willing, able and informed about the parenting of children who are available for adoption; the importance of gathering accurate assessment information about the child's needs and the prospective families strengths; the skills necessary to prepare the child and family for the adoption experience; and, the need for post placement supports for the family to increase permanence. Adoptions in Child Welfare Services was developed by NC Family and Children's Resource Program, part of The Jordan Institute for Families at the UNC-Chapel Hill School of Social Work and revised by the North Carolina Division of Social Services.

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

Contact Hours: 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.

Target Audience: This specialized curriculum is targeted to new (one year or less of employment or new to our state) child welfare staff who are working with children awaiting adoptive placement and families who are interested in adopting children. This curriculum is appropriate for Adoption staff in both public and private adoption agencies.

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

Dates of Training	Location	Registration Opens	Registration Closes	Register With
February 23-25, 2005	**Fayetteville**	December 13, 2004	February 1, 2005	**Amy Campbell Fayetteville Center**
April 27-29, 2005	**Asheville**	February 16, 2005	April 6, 2005	**Lou Decker Asheville Center**

CASE PLANNING & MANAGEMENT IN CHILD WELFARE SERVICES
(200 Series, Tier 2)

Case Planning & Management in 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, the case planning process and services provision, reassessment decision-making tools, family group decision-making, monitoring the case, case closure/transition, and case documentation. *Case Planning & Management in Child Welfare Services* was developed by the NC Family and Children's Resource Program, part of The Jordan Institute for Families at the UNC-Chapel Hill School of Social Work. The curriculum was revised by the N.C. Division of Social Services.

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

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

Target Audience: This **specialized** curriculum is targeted to new child welfare staff, (one year or less of employment) who are responsible for child welfare case planning and management services in a county Department of Social Services. This course is also required of vendors who contract to offer case planning and management services in a county Department of Social Services.

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

Dates of Training	Location	Registration Opens	Registration Closes	Register With
February 8-11, 2005	**Greensboro**	November 30, 2004	January 11, 2005	**Elaine Highsmith Greensboro Center**
March 15-18, 2005	**Charlotte**	January 4, 2005	February 22, 2005	**Bonnie English Charlotte Center**
April 12-15, 2005	**Kinston**	February 1, 2005	March 22, 2005	**Betty Williford Kinston Center**

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

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

Prerequisite: None

Contact Hours: 36 contact hours.

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

Maximum Number of Participants: 35
Minimum Number of Participants: 1

Dates of Training	Location	Registration Opens	Registration Closes	Register With
February 1-3, 2005 And February 8-10, 2005	**Greensboro**	November 5, 2004	January 19, 2005	**Donna Walters – Pearson** **Appalachian Family Innovations** **Fax (828) 430-8762** **Phone: (828) 433-7187**
May 3-5, 2005 And May 9-11, 2005	**Charlotte**	November 5, 2004	April 19, 2005	

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

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

Prerequisite: None

Contact Hours: 36 contact hours.

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

Maximum Number of Participants: 35
Minimum Number of Participants: 1

Dates of Training	Location	Registration Opens	Registration Closes	Register With
January 18-20, 2005 And January 25-27, 2005	**Williamston**	November 5, 2004	January 4, 2005	**Donna Walters-Pearson** **Appalachian Family Innovations** **Fax: (828) 430-8762** **Phone: (828) 433-7187**
April 19-21, 2005 And April 26-28, 2005	**Asheville**	November 5, 2004	April 5, 2005	

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

Foster Family Home Licensing in Child Welfare Services is a three-day **specialized** curriculum which covers the process of licensing foster parents for a county Department of Social Services. The curriculum topics will include NC licensing procedures, forms, and regulations, the roles of a licensing worker, the mutual home assessment process, the family assessment, MEPA, and skills for working with foster parents. *Foster Family Home Licensing in Child Welfare Services* was initially developed by the NC Family and Children's Resource Program, part of the Jordan Institute for Families at the UNC-Chapel Hill School of Social Work. The curriculum was revised by the North Carolina Division of Social Services.

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

Contact Hours: 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.

Target Audience: This **specialized** curriculum is targeted to new (one year or less of employment) foster care licensing workers, supervisors in county Department of Social Services, therapeutic and private agencies. This curriculum is also required of all vendors who contract to provide foster care licensing responsibilities in a county Department of Social Services.

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

Dates of Training	Location	Registration Opens	Registration Closes	Register With
March 9-11, 2005	**Greensboro**	December 29, 2004	February 18, 2005	**Elaine Highsmith Greensboro Center**

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 the knowledge and skill practice with the new Strengths-Based, Structured Intake process and instrument that became effective June 1, 2003. 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 new intake process and form. *Intake in Child Welfare Services* was initially developed by the NC Family and Children's Resource Program, part of The Jordan Institute for Families at the UNC-Chapel Hill School of Social Work. This course was 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). For NCDSS staff serving occasional on-call duties, no prerequisite is needed if duties begin after July 1, 2001.

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.

Target Audience: This **specialized** curriculum is targeted to new (one year or less of employment) child welfare staff, who are providing intake or occasional on-call services.

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

Dates of Training	Location	Registration Opens	Registration Closes	Register With:
January 26-28, 2005	**Greensboro**	November 17, 2004	January 5, 2005	**Elaine Highsmith Greensboro Center**
May 17-19, 2005	**Asheville**	March 8, 2005	April 26, 2005	**Lou Decker Asheville Center**

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

Investigative Assessments in Child Welfare Services is a **specialized** curriculum that provides participants with knowledge and skills necessary to complete an investigative assessment with a family who has been referred for possible child abuse, neglect or dependency. The worker will know how to prepare to see a family, will complete Structured Decision Making Tools using a case example and will become familiar with four critical questions required to make a case decision. This course was initially developed by the NC Family and Children's Resource Program part of The Jordan Institute for Families at UNC-Chapel Hill School of Social Work. The course has been 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). For NCDSS Staff serving occasional on-call duties, no prerequisite is needed if duties began after July 1, 2001.

Contact Hours: 24

Target Audience: This specialized curriculum is targeted to new Child Welfare Staff (one year or less of employment) who conduct traditional CPS Investigative Assessments and Occasional-On-Call duties in a County DSS.

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

Dates of Training	Location	Registration Opens	Registration Closes	Register With:
January 25-28, 2005	**Asheville**	November 23, 2004	January 5, 2005	**Lou Decker Asheville Center**
February 8-11, 2005	**Kinston**	November 30, 2004	January 18, 2005	**Betty Williford Kinston Center**
March 1-4, 2005	**Fayetteville**	December 20, 2004	February 8, 2005	**Amy Campbell Fayetteville Center**
May 17-20, 2005	**Charlotte**	March 8, 2005	April 26, 2005	**Bonnie English Charlotte Center**
June 21-24, 2005	**Greensboro**	April 12, 2005	May 31, 2005	**Elaine Highsmith Greensboro Center**

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 to develop through skill 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 know how to complete structured decision making tools and service agreements to make determinations for timely reunification or permanence for children for using a case study. This course was initially developed by the NC Family and Children's Resource Program, part of the Jordan Institute for Families at UNC-Chapel Hill School of Social Work. The curriculum was revised by the North Carolina Division of Social Services.

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

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

Target Audience: This **specialized** curriculum is targeted to child welfare staff, in a county Department of Social Services (one year or less of employment) who are responsible for removing children from their homes and placing children into foster care.

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

Dates of Training	Location	Registration Opens	Registration Closes	Register With
April 19-22, 2005	**Charlotte**	February 8, 2005	March 29, 2005	**Bonnie English Charlotte Center**
June 7-10, 2005	**Fayetteville**	April 8, 2005	May 24, 2005	**Amy Campbell Fayetteville Center**

ADULT MENTAL HEALTH ISSUES WHICH IMPACT FAMILIES SERVED BY CHILD WELFARE
(300 Series)

Adult Mental Health Issues Which Impact Families Served By Child Welfare is designed to address the mental health issues of parents and caretakers involved with the child welfare system. This two-day curriculum focuses on mental illnesses that often affect a person's ability to parent, bringing the family to the attention of DSS. In this training participants will learn the causes, symptoms, prognosis, treatments and interventions for depressions, schizophrenia, bipolar disorder (manic-depression), and borderline personality disorder, and what risks may be posed to children, to the person with the illness and to workers. This curriculum was developed by NC 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.

Target Audience: Child Welfare supervisors and social workers employed in a county Department of Social Services

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

Maximum Number of Participants: 26
Minimum Number of participants: 10

No Events Scheduled for Winter/Spring Session
Future Dates to be announced.

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

Deciding Together is based on the Model Approach to Partnership in Parenting/Group Preparation and Selection Program. This program uses the same twelve key abilities necessary for successful foster and/or adoptive parenting. Deciding Together helps social workers to develop individual families at a level equal to that of MAPP-GPS. This individual preparation and selection program provides the agency with a flexible alternative to the group preparation and selection process.

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** *Model Approach to Partnership in Parenting (MAPP).*

Contact Hours: 16 Hours. This training can be credited toward the required 24 hours continuing education component.

Target Audience: Social Workers certified as MAPP-GPS leaders.

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.

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

Dates of Training	Location	Registration Opens	Registration Closes	Register With
March 22-24, 2005	**Kinston**	January 11, 2005	February 22, 2005	**Clarence Lamb NC Division of Social Services** **Fax: (919) 733-9204** **Phone: (919) 733-7672**

THE EMOTIONAL ASPECTS OF TERMINATION OF PARENTAL RIGHTS
(300 Series)

The Emotional Aspects of Termination of Parental Rights (TPR) is designed to help child welfare workers better understand the effects of TPR on children, birth/adoptive/foster parents, and workers themselves. Specifically, participants will discuss ethical issues related to TPR, talking with children about TPR in order to lessen the trauma of the event, specific techniques for helping children cope with the emotional impact, the effects of TPR related grief on children and parents, and helping workers cope with stress and burnout. This curriculum was developed by the N.C. 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.

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

Target Audience: Child Welfare supervisors, social workers who are employed in a county Department of Social Services.

Maximum Number of Participants: 26
Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
June 1-2, 2005	**Greensboro**	March 23, 2005	May 11, 2005	**Judy Prophet** **Jordan Institute for Families** **Fax: (704) 573-4802** **Phone: (704) 545-9512**

FINANCIAL AND LEGAL ASPECTS OF ADOPTION
(300 Series)

Financial and Legal Aspects of Adoption is a two-day s**pecialized** training which covers the financial and legal components of the adoption process. This curriculum will focus on the framework of the adoption assistance benefit program and the statutory requirements of the adoption in North Carolina. *Financial and Legal Aspects of Adoption* was developed by staff at the NC Attorney Generals Office and the NCDSS.

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

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

Target Audience: The **specialized** curriculum is targeted to child welfare staff who work with children and families who are preparing for adoption.

Maximum Number of Participants: 50
Minimum Number of Participants: 10

Dates of Trainings	Location	Registration Opens	Registration Closes	Register With
March 16-17, 2005	**Fayetteville**	January 5, 2005	February 23, 2005	**Clarence Lamb** **NC Division of Social Services** **Fax: (919) 733-9204** **Phone: (919) 733-7672**
April 13-14, 2005	**Asheville**	February 2, 2005	March 16, 2005	

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

Contact Hours: 26 contact hours. This training can be credited toward the 24 hour continuing education component.

Target Audience: This curriculum is targeted to Certified MAPP-GPS Leaders who will train foster and adoptive families to parent children who have been sexually abused. Persons attending must be **certified MAPP-GPS Leaders**.

Maximum Number of Participants: 16
Minimum Number of Participants: 10

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

FULL PARTICIPATION IN THE FOUR DAYS IS REQUIRED FOR CERTIFICATION.

Dates of Training	Location	Registration Opens	Registration Closes	Register With
January 4-7, 2005	**Fayetteville**	October 26, 2004	December 14, 2004	**Clarence Lamb** **NC Division of Social Services** **Fax: (919) 733-9204** **Phone: (919) 733-7672**

IN THE BEST INTEREST OF THE CHILD: MAKING THE MOST OF VISITATION (300 Series)

In the Best Interest of the Child: Making The Most of Visitation is designed to assist child welfare workers in improving the quality of parental visiting of children in out-of-home care. Frequent visitation that focuses on maintaining the parent/child bond has been directly linked to timely and successful reunification. This curriculum will explore the three major factors with regard to visitation that reduce length of stay, techniques for using visitation as therapeutic process, assessment and observation tools, and considerations when developing a visitation plan. This curriculum 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.

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

Target Audience: Child Welfare supervisors, social workers, social work assistants, in-home aids, and social work interns who are involved with facilitating visits.

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

Maximum Number of Participants: 26
Minimum Number of participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
February 1-2, 2005	**Greensboro**	November 28, 2004	February 11, 2005	**Judy Prophet Jordan Institute for Families Fax: (704) 573-4802 Phone: (704) 545-9512**
May 12-13, 2005	**Fayetteville**	March 3, 2005	April 21, 2005	

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. Part 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. Part 2 includes practicing interviewing techniques with the victim, siblings, non-offending parent, and the offender; working with the juvenile offender; developing family-centered safety plans and case plans; treatment modalities; and ways to prevent burnout and compassion fatigue. *Introduction to Child Sexual Abuse* was developed by the NC Division of Social Services in collaboration with NC 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).

Contact Hours: 36 contact hours. This training can be credited toward the 24 hour continuing education component.

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

Maximum Number of Participants: 22
Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
January 12-14, 2005 And January 31-February 2, 2005	**Fayetteville**	November 3, 2004	December 22, 2004	**Judy Prophet** **Jordan Institute for Families** **Fax: (704) 573-4802** **Phone: (704) 545-9512**
February 16-18, 2005 And March 2-4, 2005	**Charlotte**	December 8, 2004	January 26, 2005	
May 3-5, 2005 And May 17-19, 2005	**Kinston**	February 22, 2005	April 12, 2005	

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

Introduction to Substance Abuse for Child Welfare Services is a three-day **specialized** curriculum focusing on children and families affected by alcohol and other drug abuse. Topics covered include basic drug abuse information, indicators of substance abuse, impact on child mental health treatment, child maltreatment, and intervention strategies. Currently we are looking to update this training to include information on Methamphetamines and its impact on children, families and potential the workers that provide services to these families. Upon completion of this training, participants will be equipped with sufficient knowledge to identify drug involved environments and to provide effective interventions. Participants will also be knowledgeable of appropriate treatment resources and modalities. This curriculum was developed by the NC 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).

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

Target Audience: This specialized curriculum is targeted to child welfare staff employed in a county Department of Social Services, who work with children and families affected by alcohol and other drug abuse.

Maximum Number of Participants: 26
Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
January 18-20, 2005	**Greensboro**	November 9, 2004	December 28, 2004	**Judy Prophet Jordan Institute for Families Fax: (704) 573-4802 Phone: (704) 545-9512**

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 or 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. Given the nature of this one day training event, participants are encouraged to direct case and county specific questions to the agency's Children's Program Representative. This curriculum was developed by the North Carolina Division of Social Services.

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

Contact Hours: 6 contact hours. This training can be credited toward the 24 hour continuing education component.

Target Audience: This curriculum is targeted to child welfare staff in a county DSS who are responsible for IV-E eligibility for children.

Maximum Number of Participants: 26
Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
February 21, 2005	**Greensboro**	December 13, 2004	January 31, 2005	**Elaine Highsmith Greensboro Center**

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

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

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

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

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

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

Staff Qualifications and Functions

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

- Staff of County DSS and Public Area Mental Health Programs, as well as persons (including temporary agency staff) contracted to work for a County DSS or Area Mental Health Program, must meet the personnel qualifications required by the State Personnel Act.

- Staff of private child placing agencies licensed by the NC Division of Social Services and persons (including temporary agency staff) contracted to work for a private child placing agency must have either a master's degree in social work or related field of study from a school accredited by the Association of Colleges and Schools or a bachelor's degree in social work or related field and two years experience working directly with foster children.

Foster and Adoptive Parent Leaders

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

Registration Requirements

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

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

Target Audience: This curriculum is most appropriate for supervisors, social workers and experienced adoptive and foster parents who will be actively training MAPP-GPS parent groups. Persons attending must have experience and interest in working with groups, as this program requires that they communicate effectively in front of groups as well as with individuals and families. Foster and/or adoptive parents selected by the agency to attend

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

Leader Certification for MAPP-GPS should be advised of the agency's expectations regarding their initial and ongoing development as MAPP/GPS Leaders. Because of the complexities of the program, parent co-leaders will be more successful if they have had successful experiences working in teamwork with the agency to build partnerships with children and birth parents through the Foster and/or Adoption Programs. In order to maintain newly developed skills it is recommended that newly certified MAPP-GPS Leaders plan to begin their first GPS parent program within two months of their certification.

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

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

Maximum Number of Participants: 24
Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
January 11-14, 2005 And January 25-28, 2005	**Fayetteville**	November 2, 2004	December 14, 2004	**Clarence Lamb** **NC Division of Social Services** **Fax: (919) 733-9204** **Phone: (919) 733-7672**
February 1-4, 2005 And February 15-18, 2005	**Greensboro**	Immediately	January 24, 2005	
March 1-4, 2005 And March 15-18, 2005	**Kinston**	December 14, 2004	February 1, 2005	
April 5-8, 2005 And April 19-22, 2005	**Charlotte**	December 25, 2004	March 8, 2005	
May 17-20, 2005 And May 31-June 1-3, 2005	**Asheville**	March 8, 2005	April 19, 2005	
June 14-17, 2005 And June 27-30, 2005	**Greensboro**	April 5, 2005	May 17, 2005	

MONEY MATTERS: FOSTER CARE FUNDING BASICS
(300 Series)

Money Matters: Foster Care Funding Basics is a two day training session designed for child welfare staff, including Program Administrators, Supervisors, Fiscal and Data Entry Staff. In addition, the training will be open to Child Care Provider Staff. The training will address the various funding streams which support foster care placement and the technical systems which reimburse cost to the different organizations collaborating to provide care to clients.

Participants will address areas of collaboration in the care of clients under the custody of DSS by establishment of agreements between service providers and local county agencies. In addition, the training will provide participants with methods to establish procedures and address funding requirements, problem-solving and correct data entry.

Prerequisites: For NCDSS Child Welfare Staff, Child Welfare in North Carolina or completion of other required pre-service training based on the date of employment and functional responsibilities.

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

Contact Hours: 13 contact hours.

Maximum Number of Participants: 25
Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
January 10-11, 2005	**Asheville**	November 1, 2004	December 20, 2004	**Lou Decker Asheville Center**
February 24-25, 2005	**Charlotte**	December 16, 2004	February 3, 2005	**Bonnie English Charlotte Center**
March 21-22, 2005	**Greensboro**	January 10, 2005	February 28, 2005	**Elaine Highsmith Greensboro Center**
April 21-22, 2005	**Kinston**	February 10, 2005	March 31, 2005	**Betty Williford Kinston Center**
May 23-24, 2005	**Fayetteville**	March 14, 2005	May 2, 2005	**Amy Campbell Fayetteville Center**

POSITIVE YOUTH DEVELOPMENT: WORKING EFFECTIVELY WITH ADOLESCENTS
(300 Series)

Positive Youth Development: Working Effectively with Adolescents will help participants to understand the factors that contribute to positive youth development and how to modify our approach and agency environment to facilitate youth's progress toward self-management. The course will combine self-evaluation, theory and practical application of learning. Key components of this course were incorporated as a part of the Interdependent Living Curriculum developed by UNC and Southeastern Network through a grant from ACYF.

This course does not address LINKS policy, though it is most appropriate for staff who work directly with adolescents. First offered Summer, 2004.

Prerequisites: None

Target Audience: LINKS coordinators, social work staff who work with teens in foster care and young adults who have left care; children's programs supervisors, agency administrators.

Maximum Number of Participants: 26
Minimum Number of Participants: 8

Dates of Training	Location	Registration Opens	Registration Closes	Register With
January 10, 2005	**Greensboro**	November 1, 2004	December 13, 2004	**Elaine Highsmith Greensboro Center**
February 28, 2005	**Kinston**	December 20, 2004	February 7, 2005	**Betty Williford Kinston Center**
March 11, 2005	**Fayetteville**	March 4, 2005	May 2, 2005	**Amy Campbell Fayetteville Center**
April 6, 2005	**Charlotte**	January 26, 2005	March 16, 2005	**Bonnie English Charlotte Center**
May 23, 2005	**Asheville**	November 1, 2004	May 2, 2005	**Lou Decker Asheville Center**

SHARED PARENTING
(300 Series)

Shared Parenting is a three-day **train the trainer** curriculum designed to train **certified MAPP-GPS Leaders** who will serve in the role of trainer to build specific skills and abilities of experienced foster parents. This curriculum provides four 2-3 hour modules, each of which can be used as stand alone in-service training for foster and adoptive parents. This train the trainer curriculum includes an opportunity for participants to experience co-leading. Ideas for additional in service training for foster/adoptive parents are also provided.

Modules that the participant will learn to train include:
Finding a Way to Share –This module develops the critical basis for the creation of the shared parenting concept and builds skills in meeting the challenges of foster parenting. It features a videotape of parents who talk about the experience of having children placed in foster care.
Making and Maintaining Boundaries in Shared Parenting-This module helps foster parents make and maintain family boundaries with parents of children in foster care that assure the safety, well-being and permanence for the children.
Fear and Control in Shared Parenting -This module helps foster parents explore ways to manage fear and control issues in the shared parenting relationships with parents of children in foster care.
Shared Parental Responsibilities –This module focuses on specific techniques for sharing parenting responsibilities that focus on safety, well being and permanence with parents of children in foster care.

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** *Model Approach to Partnerships in Parenting-Group Preparation and Selection (MAPP-GPS)* for all participants. **(Must be MAPP-GPS certified!)**

Hours: 18.75 Hours. This training can be credited toward the 24 hour continuing education component.

Target Audience: This curriculum is targeted to certified MAPP-GPS Leaders who provide in service training for foster and adoptive parents. Persons attending must be certified MAPP-GPS Leaders. For staff who are interested in learning more about Shared Parenting and are not MAPP certified, please consider the course “Supporting Partnerships in Parenting”

Shared Parenting
(Continued)

Maximum Number of Participants: 16
Minimum Number of Participants: 10

FULL PARTICIPATION IN THE THREE DAYS IS REQUIRED FOR CERTIFICATION

Dates of Training	Location	Registration Opens	Registration Closes	Register With
January 19-21, 2005	**Fayetteville**	November 10, 2004	December 28, 2004	**Clarence Lamb NC Division of Social Services** **Fax: (919) 733-9204** **Phone: (919) 733-7672**
February 9-11, 2005	**Kinston**	December 1, 2004	January 12, 2005	
April 27-29, 2005	**Charlotte**	February 16, 2005	March 30, 2005	
May 25-27, 2005	**Greensboro**	March 16, 2005	April 27, 2005	

STRUCTURED DECISION MAKING ASSESSMENTS IN CHILD WELFARE SERVICES
(300 Series)

Structured Decision-Making Assessments in Child Welfare Services is a two-day curriculum focusing on the laws, policies and practice connected with the structured-decision making tools. This curriculum will provide an historical and philosophical overview of structured decision making and its induction into North Carolina child welfare practice. Throughout the course of the two days, participants will have the opportunity to apply a Family Centered Approach in their work with families while completing the structured decision-making tools to include: Safety Assessment, Risk Assessment, Family Strengths and Needs Assessment, Case Decision Summary, Risk Reassessment and Reunification Assessment. Finally, this curriculum will address how Permanency Planning Action Team Meetings, court reviews and other case staffings can be enhanced through the use of the broad-base assessment necessary for the completion of the structured decision-making assessment tools. This curriculum was developed by the North Carolina Division of Social Services.

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

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

Target Audience: This curriculum is targeted to child welfare supervisors and social workers in a county Department of Social Services.

Maximum Number of Participants: 26
Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
March 10-11, 2005	**Kinston**	December 30, 2004	February 17, 2005	**Betty Williford Kinston Center**
June 9-10, 2005	**Charlotte**	March 31, 2005	May 19, 2005	**Bonnie English Charlotte Center**

UNDERSTANDING CHILD MENTAL HEALTH ISSUES
(300 SERIES)

Understanding Child Mental Health Issues is a three-day training designed to provide a basic understanding of the childhood mental health problems most commonly seen in child welfare settings. Children in the foster care system have much higher rates of mental health problems than do children in the general population. Participants will learn the causes, symptoms, prognosis, risks, treatments and interventions for pediatric depression, juvenile bipolar disorder, ADD/ADHD oppositional-defiant and conduct disorder, and post traumatic stress disorder. This curriculum was developed by NC 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.

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

Target Audience: Child Welfare supervisors and social workers, who are employed in a county Department of Social Services.

Maximum Number of Participants: 26
Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
April 5-7, 2005	**Asheville**	January 25, 2005	March 15, 2005	**Judy Prophet** **Jordan Institute for Families** **Fax: (704) 573-4802** **Phone: (704) 545-9512**
June 7-9, 2005	**Charlotte**	March 29, 2005	May 17, 2005	

UNDERSTANDING THE INTERSTATE PROCESS
IN PLACEMENT OF CHILDREN
(300 Series)

Understanding the Interstate Process in Placement of Children is a one-day training designed to provide a basic understanding of the requirements to ensure protection and services to children who are placed across state lines for foster care, adoption, and residential placement. Participants will learn the importance of the Interstate Compact and the process and procedures to follow in interstate cases.

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

Contract Hours: 6 contact hours. The training can be credited toward required 24 hours of continuing education training.

Target Audience: The **specialized** curriculum is targeted to child welfare supervisors and social workers who work with children and families in interstate placements.

Maximum Number of Participants: 50

Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
March 8, 2005	**Beaufort**	December 28, 2004	February 15, 2005	**Clarence Lamb NC Division of Social Services Fax: (919) 733-9204 Phone: (919) 733-7672**
May 24, 2005	**Greensboro**	March 15, 2005	May 3, 2005	

UNDERSTANDING AND INTERVENING IN CHILD NEGLECT
(300 Series)

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

Note: This training has recently been revised to reflect Family Centered Practice Principles but it does not duplicate training delivered in Cornerstone III A or B.

Hours: 12 hours.

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

Maximum Number of Participants: 26
Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With

February 7-8, 2005	**Kinston**	November 29, 2004	January 17, 2005	**Judy Prophet Jordan Institute for Families Fax: (704) 573-4802 Phone: (704) 545-9512**
June 14-15, 2005	**Asheville**	April 5, 2005	May 24, 2005	

INTRODUCTION TO SUPERVISION FOR CHILD WELFARE SERVICES
(300 Series)

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

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

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

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

Target Audience: Child Welfare Supervisors with less than 1 year experience employed in a county Department of Social Services.

Maximum Number of Participants: 20

Minimum Number of Participants: 1

Dates of Training	Location	Registration Opens	Registration Closes	Register With
February 8-10, 2005 March 9-11, 2005 April 12-14, 2005	**Charlotte**	November 30, 2004	January 18, 2005	**Bonnie English Charlotte Center**
April 19-21, 2005 May 17-19, 2005 June 14-16, 2005	**Fayetteville**	February 8, 2005	March 29, 2005	**Amy Campbell Fayetteville Center**

WHAT IS GOOD FOR FAMILIES IS GOOD FOR WORKERS: A TRAINING FOR CHILD WELFARE SUPERVISORS (300 Series)

What is Good for Families is Good for Workers: A Training for Child Welfare Supervisors is a four day skills-based training session that explores the relationship between parallel process, the supervisor's role as coach, and family-centered practice. Underlying this course is the belief that if a supervisor behaviorally embraces the principles of family-centered practice, he or she will provide worker-centered supervision, thereby modeling effective work with families. Participants will be provided the opportunity to explore the six principles of partnership to include: everyone desires respect, everyone needs to be heard, everyone has strengths, judgments can wait, partners share power and partnership is a process. This training will include learning the solution-focused skills of scaling, miracle and exception questions in supervisors' work with social workers.

This training is offered in two separate two-day sessions. Session One will primarily focus on the knowledge and skill associated with principles one-three and Session Two will focus on principles four-six. At the conclusion of each two-day session, administrators and supervisors are provided with the opportunity to complete an application plan that identifies specific skills and strategies they will practice in the agency. Given the design of this curriculum, participants must commit to attend all four days in a particular location. As each day is built upon the foundation created the previous day, if one day is missed of a two-day session, the participant must repeat both days of the session. This curriculum was developed by Resources for Change, Inc.

Prerequisite: None

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

Target Audience: This curriculum is targeted to Child Welfare and Work First program administrators/program managers and supervisors employed in a county Department of Social Services.

Maximum Number of Participants: 24
Minimum Number of Participants: 10

Dates of Training	Location	Registration Opens	Registration Closes	Register With
March 9-10, 2005 And April 6-7, 2005	**Fayetteville**	December 27, 2004	March 5, 2005	**Amy Campbell Fayetteville Center**
May 16-17, 2005 And June 14-15, 2005	**Greensboro**	March 7, 2005	April 25, 2005	**Elaine Highsmith Greensboro Center**

Independent Living Resources, Inc.

411 Andrews Rd, Suite 230
Durham, NC 27705
(919) 384-1457 or (800) 820-0001
Fax (919) 384-0338
e-mail: nancy.carter@ilrinc.com

Training Registration Information

Guidelines for registration:

1. Use the registration form in this section and send to the identified workshop coordinator.
2. Please print or type the information.
3. Certificates will be distributed at the training workshop.
4. A confirmation letter with directions to the training site will be sent to the registered participant within two weeks of the training.
5. 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.
6. All questions pertaining to any workshop should be made directly to Nancy Carter, ILR, Inc. program coordinator 800-820-0001.
7. In the event that a participant is unable to attend the workshop, a co-worker may be sent in their absence or please call Nancy Carter at the above number.
8. All training events are offered at no cost – free.
9. It is requested that all participants register.
10. North Carolina County Department of Social Services staff will receive first priority for the residency programs.

Insert registration page here

Adolescent Independent Living Group Work

Adolescent Independent Living Group Work is a three-day curriculum devoted to providing life skills training in the group setting. The program will cover all aspects of running an adolescent skills group. Topics will include: planning and setting up a group, providing one or twenty sessions, location and other logistical concerns, motivation, incentives, and measuring success. Participants are required to be in attendance for all three-days. Participants will be divided into small groups. The groups may request some evening work. Participants are encouraged to stay in Burlington to facilitate their full experience of this seminar.

Competencies: This curriculum will address the following competencies:

- Participants will learn how to run a group by examining group composition, demographics, and style of group learning based on the activity, facilitator tips, and evaluation.
- Participants will learn the fundamentals of setting up a group, from recruitment to developing the activities.
- Participants will gain information on how to secure their concrete needs for a group (location, food, incentives, and materials) from the community.
- Participants will develop a group activity with applicability to their home community.

Trainers: Independent Living Resources staff

Hours: 1st day 10:00 a.m. - 5:00 p.m. 2nd & 3rd day 8:30 a.m. – 4:00 p.m.

Class size: 24 participants

Participants: This training is designed for all staffs who run adolescent independent living skills groups. Participants can be drawn from independent living program coordinators and staff; county child welfare social workers; and group home staffs and **MUST** presently be running group sessions or are willing to start a group within three-six months post training. It is **recommended** that participants already have LINKS 101 (Adolescent Independent Living 101) training.

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

Training Dates	Location	Registration Opens	Registration Closes	Register With
January 25 - January 27, 2005	Burlington	Immediately	January 4, 2005	Use the registration form in this section and **mail to:** Nancy Carter ILR, Inc 411 Andrew Rd #230 Durham NC 27705 **Or fax to:** 919-384-0338

LINKS 101

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

Competencies: This curriculum will address the following competencies:

- Participants will review the basic state and federal requirements for completing the Independent Living Component of the case plan
- Participants will learn how to utilize two assessment tools approved for completing the case plan.
- Participants will learn the basic philosophy of promoting self-sufficiency.
- Participants will gain understanding on how to spend the independent living money allocated to their county.
- Participants will gain knowledge on how to motivate their adolescents, foster parents, and community business people to participate in the program.
- Participants will learn decision-making activities to use with adolescents.
- Participants will learn how to develop a community based educational and job preparation program.

Trainers: Independent Living Resource staff

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

Class size: 24 participants

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

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

Training Dates	Location	Registration Opens	Registration Closes	Register With
March 15-17, 2005 Fall 2005 - TBA	Country Suites Burlington TBA	**Immediately**	February 13, 2005	Use the registration form in this section and **mail to:** Nancy Carter ILR, Inc 411 Andrew Rd #230 Durham NC 27705 **Or fax to:** 919-384-0338

It's time for SaySo Saturday

SaySo: **S**trong **A**ble **Y**outh **S**peaking **O**ut

SaySo's mission is to work to improve the substitute care system in North Carolina by educating the community, speaking out about needed changes, and providing support to youth that are or have been in substitute care.

Wanted

- **Youths (ages 14-24) who are or have been in foster care or some type of out-of-home placement in North Carolina.**
- **Adults who will support and listen to youth, and help youth find resources necessary to develop a SaySo chapter.**

March 5, 2005 9:30 am –3:30 pm
Guilford Tech Community College, Jamestown

- Meet with other youth from around the state.
- Meet ***SaySo*** representatives from your area.
- Vote for regional representatives or **become a representative** for your region!
- Learn more about ***SaySo*** ! Celebrate our 7th birthday! Birthday gifts available.
- Attend workshops about the LINKS program, GAL's, and advocating for youths.
- Create local Chapters of ***SaySo*** in your area. Meet local chapter representatives.
- Free PIZZA and gifts will be provided. SaySo t-shirts are $12. License plates $4.

Please fill out the form below and mail or fax it to ILR, Inc., 411 Andrews Road, Suite 230, Durham, NC 27705, Fax 919-384-0338 by ***February 22, 2005****. For more information contact Nancy Carter at 1-800-820-0001 or* ***sayso@ilrinc.com****. Confirmations and maps will be mailed upon receiving your registration.* ***Hotel information****: Hotel rooms at state rate of $55.50 is being negotiated. Call for details. You will need to refer to "SaySo Saturday" to get group rate.*

Youth Name:_____

Address:_____

Adult Chaperone:_____

Address:_____

County:_____Phone:_____

Agency:_____email:_____

Real World Event Instructional Event

Real World Instructional Event is a two-day course 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 a binder called the "Real World Event Packet." 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.

Competencies: The overall goal of this course is to provide participants with the knowledge, confidence, and plans to conduct a Real World Youth Event. The objectives are to provide participants with:

- Specific logistical and educational material for preparing youths for the event.
- Strategic Real World Event planning guidelines to ensure a smooth process of development.
- Opportunities to coordinate the regional Real World Planning Teams on-site.
- Knowledge to understand the steps necessary to prepare youths, adults, and community representatives to participate in a Real World Youth Event.

Trainers: Independent Living Resource staff

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

Class size: 24 participants

Participants: This two-day course will be offered to foster parents, residential providers, social workers, and others interested in conducting a regional Real World Youth Event.

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

Training Dates	Location	Registration Opens	Registration Closes	Register With
TBD Fall 2005 TBD Fall 2005	Central-Western NC Eastern NC	**Immediately**	Remains open until day of training	Use the registration form in this section and **mail to:** Nancy Carter ILR, Inc 411 Andrew Rd #230 Durham NC 27705 **Or fax to:** 919-384-0338

Real World Raleigh – Youth Event

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, and budgeting necessary for independent living.

The **Real World** Youth Event experience is broken into three areas:

1. **Pre-teach skills**: Youth participate in lessons such as interest assessment, job applications, understanding insurance, banking and budgeting, all of which will assist learning during the Real World Event.
2. **Real World Event**: Youth will choose a career. Their mission will be to secure a realistic budget corresponding to the respective salary. Youth will visit booths such as insurance, transportation, housing, recreation, student loans, medical, utilities, etc., manned by community volunteers who assist youth in adding the expense to their monthly budget. After youths visit each booth, they complete the experience by having their budget audited by adult volunteers.
3. **Follow-up:** Youths completing the event will participate in follow-up interviews with local staffs to process their experience. Youths will be able to identify: whether their career choice supports their lifestyle choice, if more education is necessary to support their career and lifestyle choices, and if alternate career and lifestyle choices should be explored. Youth will return to their community with follow-up activities for exploring their career options.

The **Real World Raleigh** is open to older youths (16+) willing to come to Raleigh for the day. **Please Note**: Youths need pre-training in areas of budgeting, CEI vocational assessment, insurance, and interviewing to attend. Contact Nancy Carter by January 28 to request materials to register and prepare youths for the event. ACT NOW pre-training activities are required before youth attend. 100 youth spaces are available.

The **Real World Instructional Training** is provided to assist agencies in planning their own Real World Youth Event in their community**.** The training is available in Fall 2005.

Date	Location	Registration Opens	Registration Closes	Register With
Monday, March 21, 2005 Letters are available to provide to schools if youth are not on spring break vacation.	Commons Building, Wake Government Center Raleigh, NC	January 7, 2005	March 1, 2005 **However at least 1-2 LINKS meetings are needed to prepare youth before registration.**	Contact**:** Nancy Carter ILR, Inc. 411 Andrew Rd #230 Durham NC 27705 **800-820-0001 or email nancy.carter@ilrinc.com** ***to request materials. Please indicate number needed.***

TRAINERS

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TRAINERS
(continued)

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