

# **TUSCARAWAS COUNTY JOB AND FAMILY SERVICES (TCJFS) FOSTER CARE AND ADOPTION TRAINING POLICY**

## **POLICY**

TCJFS has an agreement with East Central Ohio Regional Training Center (ECORTC) to provide two types of training, dependent upon the needs and desires of the family:

1. Pre-placement training for families desiring to be certified/approved as foster/adoptive parents.
2. Continuing training for foster families requiring annual training hours.

TCJFS only certifies Family Foster Homes and does not certify Pre-adoptive Infant Homes or Specialized Foster Homes. Individuals desiring to be certified in these areas are referred to other agencies. When it is necessary to use a specialized foster home, TCJFS contracts with another agency to provide this service.

## **PRE-PLACEMENT TRAINING FOR FAMILY FOSTER HOMES/ADOPTIVE HOMES**

Pre-placement training consists of at least 36 hours of training including training in Cardio-Pulmonary Resuscitation (CPR) and First Aid.

The training is provided in the form of group training, and the curriculum used for the 36 hours of training is the Model Pre-placement Training Program for Foster/Adoption Caregivers developed by ODJFS. The outcome for this training is to bring prospective foster/adoption caregivers to an awareness level about the issues surrounding foster caregiving/adoption and to meet the training requirements for licensure of a family foster/adoption home as outlined in the Ohio Administrative Code (OAC).

Prospective foster/adoptive families must complete the full 36 hours of training before they will be jointly licensed to be a foster family and approved as an adoptive family.

The 36 hours of pre-placement training is provided by an approved trainer of the Institute for Human Services (IHS); an OCWTP (Ohio Child Welfare Training Program)-approved trainer;. TCJFS also has one staff member at each session of the training.

Prospective TCJFS foster/adoptive families register for the pre-placement training by calling the Placement Services Unit. Applicants from other agencies are accepted on a space available basis in the order received.

## **PRE-PLACEMENT COMPETENCY CRITERIA FOR FAMILY FOSTER HOMES**

Families participating in the agency pre-placement training sessions receive a certificate of training for each session attended.

Families participating in pre-placement training sessions offered by another agency must submit their certificates of completion to TCJFS.

Evaluations and individual reflection forms are completed by trainees as required by the training curriculum.

## CONTINUING TRAINING FOR FAMILY FOSTER HOMES

Family foster homes licensed by TCJFS must complete 15 hours of training annually. At each recertification, the foster care worker assesses the individual training needs of each caregiver through the use of the Individual Training Needs Assessment provided by ECORTC. Those training needs direct the trainings offered for the next year, as well as the frequency of specific trainings offered to meet the training requirements for continuing training for a family foster home as outlined in the OAC.

Licensed family foster homes receive notification of trainings being offered in the TCJFS Foster Parent Newsletter or other mailings. Foster parents can check for and enroll in training through the on-line Etrack system. These trainings could be offered by TCJFS, ECORTC, other agencies, or community sources.

Live synchronous distance learning where the trainer or facilitator is available real time to deliver the training may be used to meet up to 50% of continued training (15 hours). Training outside of a classroom (where a trainer is not present), including video presentations, computer programs, internet sites, interactive video presentations, books or magazines shall not be used to meet more than  $\frac{1}{4}$  of a foster caregiver's continuing training requirements (7  $\frac{1}{2}$  hours).

TCJFS maintains training records in SACWIS for each licensed foster family and the attendance records for each training offered by TCJFS or by ECORTC at TCJFS for up to three years.

Trainers for continuing trainings must be an IHS-approved trainer; an OCWTP-approved trainer; or have the knowledge, skills, or expertise in a particular topic as evidenced by the trainer's resume. The trainer must approve the successful completion of the training by each trainee by signing the training sign-in sheet. Once approved, the training sign-in sheets are emailed by TCJFS to ECORTC.

TCJFS foster parents are permitted to attend trainings offered by another agency or regional training center other than ECORTC. Foster parents can enroll for these trainings through Etrack.

  
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David Haverfield, Director

  
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Effective Date