

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

September 14, 2009

M E M O R A N D U M

What's Inside:

In-service training credit for Train the Trainer and Spaulding

TO: REGIONAL EXECUTIVE STAFF, CIRCUIT MANAGERS, AND CHILDREN'S DIVISION STAFF

FROM: PAULA NEESE, DIRECTOR

SUBJECT: RESOURCE PROVIDER IN-SERVICE TRAINING CREDIT FOR TRAIN THE TRAINER AND SPAULDING

DISCUSSION:

The purpose of this memorandum is to inform staff of revision to resource provider in-service training policy. Resource Providers shall obtain in-service training credit for attendance at Train the Trainer (TTT) classes and Spaulding training.

Train the Trainer Training credit can **only be entered** by the training unit and is obtained as follows:

STARS Pre-service TTT

Week 1= 23 hours

Week 2= 21 hours

STARS In-service TTT

Week 1 is Modules 1-6= 28 hours

Week 2 is Modules 7-12= 28 hours

Spaulding TTT

19 hours

STARS, Making the Commitment to Adoption(Spaulding)

12 hours of required training for those licensed providers who wish to adopt. Relative care providers are encouraged to complete the Spaulding training but are not required to complete this training.

The Child Welfare Manual and the Foster Parent Attendance Record, SS60-B, code sheet have been updated to reflect this policy revision.

Two additional revisions of the SS60-B code sheet are:

- STARS Caregiver Who Knows the Child, V627. STARS Caregiver Who Knows the Child, is a required training requirement for a Relative and/or Kinship provider in order to be licensed and has been moved to the PRESERVICE section of the code sheet.
- CFP/Career Respite Training, V987. CFP/Career Respite Training is a required training requirement to be eligible to be awarded a Career Respite Cooperative Agreement for Services, CM-9, and has been moved to the PRESERVICE section of the code sheet.

NECESSARY ACTION	
<ol style="list-style-type: none"> 1. Review this memorandum with all Children’s Division staff. 2. Review revised Child Welfare Manual chapters as indicated below. 3. All questions should be cleared through normal supervisory channels and directed to: 	
PDS CONTACT Elizabeth Tattershall 573-522-1191 Elizabeth.Tattershall@dss.mo.gov	PROGRAM MANAGER Melody Yancey 573-751-3171 Melody.Yancey@dss.mo.gov
CHILD WELFARE MANUAL REVISIONS Guide for Conducting Renewal Assessment	
FORMS AND INSTRUCTIONS Foster Parent Attendance Record, SS60-B code sheet	
REFERENCE DOCUMENTS AND RESOURCES N/A	
RELATED STATUTE N/A	
ADMINISTRATIVE RULE N/A	
COUNCIL ON ACCREDITATION (COA) STANDARDS N/A	
CHILD AND FAMILY SERVICES REVIEW (CFSR) N/A	
PROTECTIVE FACTORS (Link applicable factors and enter N/A if not applicable.) Parental Resilience N/A Social Connections N/A Knowledge of Parenting and Child Development N/A Concrete Support in Times of Need N/A Social and Emotional Competence of Children N/A	

FACES REQUIREMENTS

N/A