



# Medically Complex Training Registration Form

## To be Completed by Assigned Licensing Agency or Statewide Placement Administration

_____ <i>Caregiver/Applicant Name</i>		_____ <i>Date of Birth</i>	_____ <i>DCS EIN (if applicable)</i>
_____ <i>Phone</i>	_____ <i>Email</i>		

## Caregivers

To qualify for a Medically Complex Foster Home Certification, the foster parent/applicant must have at least one of the following educational or minimum experience requirements. Please check which of the following apply:

(Note: In a two-parent household, only one parent is required to meet the below requirements).

One year's experience as a licensed foster parent; OR

Licensed or certified as a healthcare professional, such as a doctor, nurse, or certified nursing assistant; OR

Three months' successful experience in child welfare, foster care, health care, education, or a related profession as approved by OLR. "Successful experience" means that the foster parent has been responsible for the health, safety, and well-being of a child or adult with medically complex needs for a minimum of 20 hours per week without any negative actions, such as termination for cause; OR

A bachelor's or graduate degree in health care, such as medicine or nursing.

If at least one of the above educational or experience requirements are met, the foster parent must successfully complete the *Care for the Medically Complex Child* on-line training prior to providing care to foster children identified by the Department of Child Safety as having medically complex needs. In a two-parent home, the other spouse or significant other is also required to complete and pass the on-line training separately prior to obtaining medically complex certification. A separate registration form is required for a spouse or significant other.

**Licensing Agency Notification Requirements:** If the above requirements are met, the assigned licensing agency is responsible for notifying the foster parent of the following:

- An email from Gateway Community College will be sent providing instructions for logging on and accessing the *Care for the Medically Complex Child* online course;
- The *Care for the Medically Complex Child* online training must be successfully completed within six weeks of enrollment prior to obtaining Medically Complex Certification; and
- Both the Agency and the Parent retain the training certificate

## Statewide Placement Administration

Welcome Center Case Aides and Welcome Center Program Supervisors complete the *Care for the Medically Complex Child* on-line training. This course is mandatory within the first 6 months as a Welcome Center Case Aide.

- An email from Gateway Community College will be sent providing instructions for logging on and accessing the *Care for the Medically Complex Child* online course;
- The *Care for the Medically Complex Child* online training must be successfully completed within six weeks of enrollment prior to obtaining Medically Complex Certification; and
- Both the Placement Coordinator Specialist and their Supervisor retains the training certification

**IMPORTANT: If the foster parent or Case Aide decides not to pursue the Medically Complex Certification within four days of enrollment, notify their licensing agency (foster parents only) and Gateway Community College immediately to prevent any training fees being charged to the Department of Child Safety.**

## Cost of Training

The foster parent/applicant is not responsible for any charges or tuition fees for enrolling in and completing the *Care for the Medically Complex Child* online training.

\_\_\_\_\_  
*Licensing Agency or Welcome Center Supervisor Signature*

\_\_\_\_\_  
*Date*

Please submit the completed form to: [Erin.Donnely@gatewaycc.edu](mailto:Erin.Donnely@gatewaycc.edu) and [thirdparty@gatewaycc.edu](mailto:thirdparty@gatewaycc.edu):