



**ARIZONA**  
DEPARTMENT  
*of* CHILD SAFETY

**Training Calendar – Group Homes 2020**

**(July 1 – December 31)**

Developed for:

Office of Licensing and Regulation

Developed by:

Business Operations Training Unit

Department of Child Safety

This calendar will serve as notice for dates/locations for scheduled training offerings being held for the Office of Licensing and Regulation for the 2nd half of 2020.

## Precautionary Steps for Training during COVID-19

(These procedures will be observed until further notice)

The following supplies will be provided at training for participants to use:

- Hand sanitizer
- Disinfectant wipes and/or spray and paper towels
- Tissue

Trainers will arrange the room so that participants are seated 6 feet apart both beside, in front of and behind one another. Trainers will place hand sanitizer and disinfectant wipes and/or spray and paper towels throughout the room for all to use.


At the beginning of each training session, trainers will discuss the following:

- Participants shall exercise social distancing when they can with their peers and the trainer through the training and in shared areas (hallways, restrooms, etc.)
- **Participants will wear their masks during the training and while inside DCS/Training Facility**
- Participants may use hand sanitizer as needed
- Participants will use supplied disinfectant wipes and/or spray and paper towels to thoroughly wipe down the chair, table, computer keyboard, mouse and anything they have touched at the end of each training session. Participants may wipe the areas more frequently as needed
- No communal snacks allowed
- **Anyone with symptoms or a positive test for COVID-19 in the last 10 days shall not attend training**

Remind participants it is the responsibility of us all to exercise protocols to stop the spread of germs including:

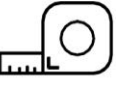
**HYGIENE AND SOCIAL DISTANCING BEFORE, DURING AND AFTER A TRAINING**

**BEFORE A TRAINING**




- Wash your hands if possible, or use handsanitizer.
- Avoid touching your face.
- Only bring items necessary for the training.

**DURING A TRAINING**



- When possible, maintain the recommended 6ft social distance between people.

**AFTER A TRAINING**



- Wash your hands if possible, or use handsanitizer.
- Avoid touching your face.
- Items you should be cleaning and sanitizing regularly include: phone, pen, badge, keys or any additional supplies.

At the end of each training session, trainers will instruct participants to thoroughly wipe down the area.

**Those without masks will not be allowed into facility/class**

## Class Dates/Locations:

### Comforting the Trauma Tremors- Train the Trainer

#### **Metro Phoenix**

- July 29<sup>th</sup> 2020 Wednesday (9:00am – 4:00pm) **(Phoenix)**

#### **Tucson**

- November 5<sup>th</sup> 2020 Thursday (9:00am – 4:00pm) **(Tucson)**

### Reasonable and Prudent Parenting Standard (RPPS) - Train the Trainer

#### **Metro Phoenix**

- August 26<sup>th</sup> 2020 Wednesday (9:00am – 12:00pm) **(Mesa)**
- October 28<sup>th</sup> 2020 Wednesday (9:00am – 12:00pm) **(Mesa)**
- December 17<sup>th</sup> 2020 Thursday (9:00am – 12:00pm) **(Mesa)**

### Group Home Staff Training

#### **Metro Phoenix**

- July 15<sup>th</sup> & 16<sup>th</sup> 2020 Wednesday & Thursday (9:00am – 4:00pm) **(Phoenix)**
- September 9<sup>th</sup> & 10<sup>th</sup> 2020 Wednesday & Thursday (9:00am – 4:00pm) **(Phoenix)**
- November 18<sup>th</sup> & 19<sup>th</sup> 2020 Wednesday & Thursday (9:00am – 4:00pm) **(Phoenix)**

#### **Tucson**

- August 12<sup>th</sup> & 13<sup>th</sup> 2020 Wednesday & Thursday (9:00am – 4:00pm) **(Tucson)**
- October 14<sup>th</sup> & 15<sup>th</sup> 2020 Wednesday & Thursday (9:00am – 4:00pm) **(Tucson)**
- December 9<sup>th</sup> & 10<sup>th</sup> 2020 Wednesday & Thursday (9:00am – 4:00pm) **(Tucson)**

### Parenting Teens with Behavior Issues - Train the Trainer

#### **Metro Phoenix**

- August 5<sup>th</sup> 2020 Wednesday (9:00am – 11:00am) **(Phoenix)**
- October 7<sup>th</sup> 2020 Wednesday (9:00am – 11:00am) **(Phoenix)**

#### **Tucson**

- September 15<sup>th</sup> 2020 Tuesday (9:00am – 11:00am) **(Tucson)**
- November 9<sup>th</sup> 2020 Monday (9:00am – 11:00am) **(Tucson)**

### Social Media - Train the Trainer

#### **Metro Phoenix**

- August 5<sup>th</sup> 2020 Wednesday (12:30pm – 2:00pm) **(Phoenix)**
- October 7<sup>th</sup> 2020 Wednesday (12:30pm – 2:00pm) **(Phoenix)**

#### **Tucson**

- September 15<sup>th</sup> 2020 Tuesday (12:30pm – 2:00pm) **(Tucson)**
- November 9<sup>th</sup> 2020 Monday (12:30pm – 2:00pm) **(Tucson)**

## **Registration process:**

You may **request** a spot in the announced classes at any time via [OLRTraining@azdcs.gov](mailto:OLRTraining@azdcs.gov).  
For registration we will need the following:

- *Name, Group Home, Address, Email, Phone number, Supervisors phone number and email address and Name of class/date of class requesting attendance in.*
- *Each student must send in a request to the OLR email box for training. **(Please do not send grouped emails)***

Attendee selection will be made and a confirmation email will be sent out at least 2 weeks prior to course start date. Selected attendees will be notified and provided full details for the course.

Only 2 attendees per agency will be initially selected to give a more equitable representation to all agencies/region's needs. Additional spot may be requested and placed on a waiting list to possibly be selected based on enrollment received. Please do not send anyone not confirmed to attend, as the sessions will be filled to capacity and any unscheduled arrivals will be turned away.

**All trainings offered will begin PROMPTLY at their start time.**

**Attendees should arrive at least 15-20 minutes prior to class start time** to park and complete the registration process should there be one. Attendees that arrive after training has begun will not be allowed to participate in the training.

## Class Descriptions:

### Comforting the Trauma Tremors - Train the Trainer

**Target Audience:**

This course is a Train-the-Trainer course designed to familiarize training personnel with the course flow and content. At the conclusion of the course, they will be provided all materials to enable them to hold classes for congregate care staff.

**Prerequisite:**

*Participants must have prior experience serving as an instructor in a formal training capacity. Only those attendees who successfully attend and complete this course will be authorized to train these materials.*

***\*\*This course does not contain an instructor development component\*\****

***The participant will be presented this class as if they were a foster parent/caregiver. They will be expected to take notes or clarify material as needed, to prepare them to present it in their own agency setting.***

**Description:**

During the course, the attendee will learn what trauma is, how it affects a child and the essential principles of trauma informed parenting. Understanding how trauma affects children can help you make sense of a child's sometimes baffling behaviors, feelings and attitudes. This course will teach skills and techniques to influence behavior and attitudes, reducing the stress of parenting a traumatized child.

The course/curriculum is designed for final delivery in two parts to allow for ease of scheduling. However, this course is being delivered in a full day format and will cover both parts.

### Reasonable and Prudent Parenting Standard (RPPS) - Train the Trainer

**Target Audience:**

The selected attendee will be provided the information needed to meet the needs of any group home provider involved in the child welfare and child protection system.

**Prerequisite:**

*Participants must have prior experience serving as an instructor in a formal training capacity. Only those attendees who successfully attend and complete this course will be authorized to train these materials.*

***\*\*This course does not contain an instructor development component\*\****

***The participant will be presented this class as if they were a foster parent/caregiver. They will be expected to take notes or clarify material as needed, to prepare them to present it in their own agency setting.***

**Description:**

This course will provide the attendees with the information, resources, and knowledge needed for caregivers to make decisions regarding foster children's attendance to activities and normal childhood experiences under the provision of the Arizona DCS Caregiver Procedures of the Reasonable and Prudent Parenting Standard.

Upon successful completion attendees will be recognized to train contracted congregate care facility staff that will be designated as the Reasonable and Prudent Parenting experts.

This is a Basic Trainer course. The attendee will be provided the information and format needed to train their staff members.

The attendee will be administered an examination at the conclusion of the course that must be passed to be considered as successfully completing the course.

***This model curriculum will be provided to the attendee of this course by ADCS Personnel and they in turn will be responsible for teaching this information to their respective personnel. It is not the mission of the DCS Business Operations Training unit to directly train each of your employees. This class does not expire and there is no need to repeat its attendance.***

### **Group Home Staff Training**

#### ***Target Audience:***

This class was designed to be attended by group home/congregate care staff to gain knowledge of the various systems and standards they will work with, and encounter while performing in their roles.

#### ***Description:***

This course will provide the attendees with information in the below listed topics to assist them in their understanding of them and performance of their duties involving them.

Topics that will be covered:

- OLR Introduction
- ADCS Placement Unit
- Professional Conduct
- Outing
- CMDP/Behavior Health/Education System
- Medication
- Trauma
- Investigations
- RPPS
- Behavior Management

Throughout the course the participant will be provided Participant Guides and numerous Handouts to use as future reference/resources.

### **Parenting Teens with Behavior Issues - Train the Trainer**

#### ***Target Audience:***

This course is a Train-the-Trainer course designed to familiarize training personnel with the course flow and content. At the conclusion of the course, they will be provided all materials to enable them to hold classes for congregate care staff.

**Prerequisite:**

*Participants must have prior experience serving as an instructor in a formal training capacity. Only those attendees who successfully attend and complete this course will be authorized to train these materials.*

***\*\*This course does not contain an instructor development component\*\****

***The participant will be presented this class as if they were a foster parent/caregiver. They will be expected to take notes or clarify material as needed, to prepare them to present it in their own agency setting.***

**Description:**

During the course, the attendee will learn about strategies for building resilience in teens, understanding the key mindsets for parenting, recognizing warning signs that your teen may need help, and identify problem and dangerous behaviors, and how to appropriately respond to these issues.

Upon successful completion, attendees will be recognized to train contracted congregate care facility staff.

**Social Media - Train the Trainer**

**Target Audience:**

This course is a Train-the-Trainer course designed to familiarize training personnel with the course flow and content. At the conclusion of the course, they will be provided all materials to enable them to hold classes for congregate care staff.

**Prerequisite:**

*Participants must have prior experience serving as an instructor in a formal training capacity. Only those attendees who successfully attend and complete this course will be authorized to train these materials.*

***\*\*This course does not contain an instructor development component\*\****

***The participant will be presented this class as if they were a foster parent/caregiver. They will be expected to take notes or clarify material as needed, to prepare them to present it in their own agency setting.***

**Description:**

During the course, the attendee will learn how children are using social networking and to provide key tools that can help foster children minimize negative experiences and maximize the positive opportunities that social media has to offer. Some common dangers and warning signs of sex trafficking via social media will be covered.

Upon successful completion, attendees will be recognized to train contracted congregate care facility staff.