

## Trainee Expectations

**Come Prepared** – Have everything that you need to sustain learning for the day, including CORE workbook, food and beverages, as well as pen, paper, etc.

**Dress Appropriately** – The dress code applies at trainings. Dress as you would for the office and be prepared for fluctuating temperatures.

**Arrive on Time** – If you are running late, contact CPE immediately. Missed portions of a training will need to be made up by retaking the class or through alternative arrangements made with the instructor and CPE.

**Parking** – The Dolloff Building parking lot is for tenants only. Others may be towed or ticketed. Guest parking is available in the Revenue Administration parking lot located behind the Dolloff Building parking lot (accessed via Averille Road, which is between the Dolloff Building and the Revenue Administration Building).

**Making/Taking Calls** – Training is a priority. Silence your cell phone while class is in session. Instruct your office to contact CPE if they have an urgent need to reach you. Make and return calls during break time in designated areas.

**Meaningful Participation** – Please do not engage in activities that distract you or others from the discussion such as side conversations, reading magazines, playing games/puzzles. Leaving class or extending breaks beyond 15 minutes of class time may result in lost training credits.

**Dolloff** – The facility houses a number of offices in addition to meeting/training spaces. Please be respectful by limiting noise and other disturbances. Trainees are welcome to use the 3<sup>rd</sup> floor kitchen and dining areas, but must clean up after themselves.



## UNH Center for Professional Excellence in Child Welfare

### UNH CPE Contact Information:

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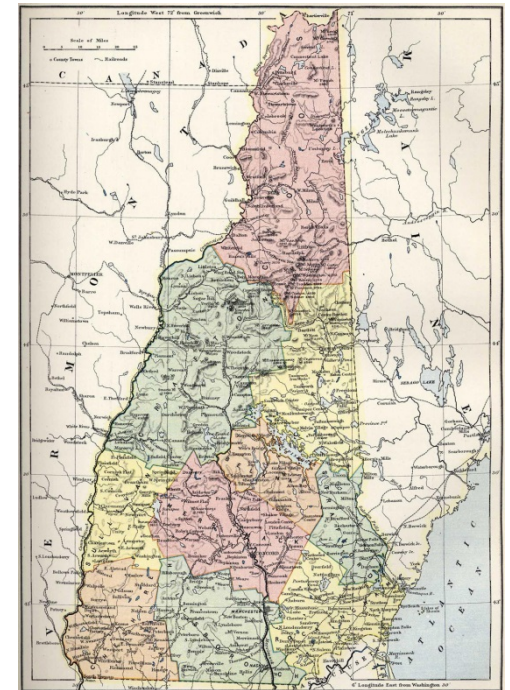
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## DCYF Core Academy THE FIRST 6 MONTHS



 Center for Professional Excellence  
in Child Welfare



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# DCYF Core Academy

(Updated 7/14/2017)

Track		Tier 1 (First 3 months of employment)		Training Title	Duration
CPS	JPP	SYSC			
	•	✓		Tier 1 Aggression Management and Defensive Tactics	1 day
	•			Tier 1 Assessment in Juvenile Probation & Parole (SAVRY)	2 hours
•				Tier 1 Assessment in Solution-Based Child Protection	3 days
•				Tier 1 Basic Bridges for CPS	1 day
•				Tier 1 Basic Bridges for JPP	half day
□	□			Tier 1 Better Together with Birth Parents (To enroll, call Gerald Pilarski at 271-0532. Attendance is by invite only. Limit of 10 staff per session.)	2 days
•				Tier 1 Case Planning in Solution-Based Child Protection	3 days
	•			Tier 1 Community-Based Supervision	2 hours
		✓		Tier 1 Courtstream	half day
		✓		Tier 1 CPR/AED/First Aid	1 day
•	•			Tier 1 Engaging Families in Solution-Based Child Protection and Juvenile Probation & Parole	2 days
•	•			Tier 1 Introduction to Predispositions	half day
•				Tier 1 Investigations in Solution-Based Child Protection	3 days
	•	✓		Tier 1 Ombudsman Program	1 hour
•	•	✓		Tier 1 Proper Use of Handcuffs	half day
				Tier 1 Report Writing for CPS	1 day
	•			Tier 1 Report Writing for JPP	1 day
		✓		Tier 1 Report Writing for SYSC	1 day
		✓		Tier 1 Restorative Practices	half day
		✓		Safe Driver Program (This training is offered by DHHS ODTs either in the classroom or online.)	half day
•		✓		Tier 1 Searches	2.5 hours
		✓		Tier 1 Sexual Harassment and Assault Awareness	2 hours
•	•			Tier 1 Staying Safe During Home and Office Visits	1 day
		✓		Tier 1 SYSC Fire Safety	1 hour
		✓		Tier 1 SYSC Guide to Behavioral Learning, Expectations, and Related Practices	half day
		✓		Tier 1 SYSC Programming	2 hours
		✓		Tier 1 SYSC Safety and Security	4 hours
		✓		Tier 1 Therapeutic Crisis Intervention (TCI)	3 days
		✓		Tier 1 Youth Suicide Prevention	1 day
Track		Tier 2 (First 6 months of employment)		Training Title	Duration
CPS	JPP	SYSC			
•				Tier 2 A Trauma-Informed Approach to Assessing the Mental Health Needs of Families	1.5 days
•	•	✓		Tier 2 Adolescent Development	1 day
	•	✓		Tier 2 Adolescent Mental Health	2 hours
•				Tier 2 Adolescent Toolbox	1 day
•	•	✓		Tier 2 Art of Mentoring (It is strongly encouraged that mentees attend this training with their mentors.)	half day
•	•	✓		Tier 2 Blood-Borne Pathogens/Psychotropic Drugs/Med Pass	half day
•				Tier 2 Central Registry	half day
	•	✓		Tier 2 Cognitive Self Change	1.5 hours
□				Communicable and Infectious Diseases (Register online at <a href="http://granite.edu/schedule/cot">http://granite.edu/schedule/cot</a> for this Education & Training Partnership webinar.)	12 hours
□	□	✓		Tier 2 Core Capstone for Graduates (This training is held the day of Core Graduation. You are enrolled when you are invited to graduate.)	2 hours
•				Tier 2 Cultural Competency	1 day
•	•	✓		Tier 2 DCYF Orientation: Our Practice Model	1 day
•				Tier 2 Effects of Abuse and Neglect	2 days
•	•	✓		Tier 2 Foundations of NH Child Protection and Juvenile Justice	1 day
	•	✓		Tier 2 Gang Knowledge	half day
	•			Tier 2 ICJ (Interstate Compact on Juveniles)	2 hours
•	•			Tier 2 ICPC (Interstate Compact on the Placement of Children)	half day
•	•			Tier 2 Impact of Domestic Violence	1 day
□				Initial Training on Addiction & Recovery (To enroll, email <a href="mailto:AODTrainingCoordinator@dhhs.nh.gov">AODTrainingCoordinator@dhhs.nh.gov</a> or call Shannon Quinn at 271-5889. This training is offered by the NH Bureau of Drug and Alcohol Services.)	1 day
	•			Tier 2 Jail Compliance	1 hour
•	•			Tier 2 JDAl (Juvenile Detention Alternative Initiative)	1 hour
•				Tier 2 Legal Aspects of Family-Centered Child Protection	2 days
	•			Tier 2 Legal Aspects of Juvenile Probation & Parole (includes motions/violations)	2 days
	•			Tier 2 OC Spray	2 hours
	•	✓		Tier 2 Procedures for Parole	2 hours
•	•			Tier 2 Revenue Enhancement (includes RMS (Random Moment Sample))	1 day
•	•	✓		Tier 2 Select Populations	2 hours
•				Tier 2 Separation, Placement and Reunification in Solution-Based Child Protection	2 days
•	•			Tier 2 Special Education in Child Protection and Juvenile Probation & Parole	1 day
•	•	✓		Tier 2 Substance Abuse in Juvenile Justice	1 day
•				Tier 2 Working with Families Coping with Mental Health Issues	1 day

**Enrollment Key:**

- Enroll via the Bridges training module (On the Workshop Search screen, select "DCYF" in the "Department" field before searching).
- Enroll by contacting the individual or agency specified after the training title.
- ✓ SYSC Staff, please enroll in trainings by contacting Eric Skillings ([Eric.Skillings@dhhs.nh.gov](mailto:Eric.Skillings@dhhs.nh.gov)) or call 625-5471, ext. 372.