Training Catalog

Office of Child Safety
Tennessee Department of Children's Services

8/7/2014

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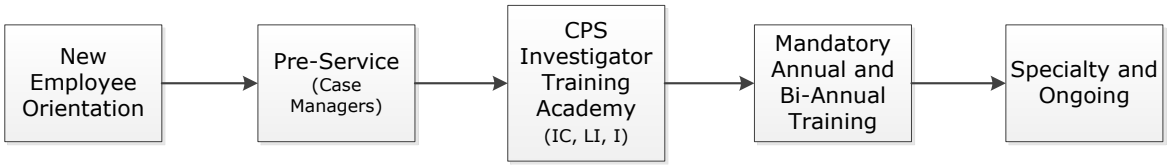
Introduction

A high quality training program is essential to being successful in any position. The Office of Child Safety (OCS) strives to provide a program which supports its staff in conducting work related activities as efficiently and effectively as possible.

This Training Catalog is designed to outline all training requirements for Office of Child Safety employees. Below identifies the progression of mandatory trainings for the Office of Child Safety.



As shown above, all staff are required to complete the new employee orientation, annual and bi-annual training, and annual specialty and ongoing trainings. Staff in the Case Manager series are required to complete pre-service and all investigations staff are required to complete the CPS Investigator Training Academy.

The various sections of this catalog provide in depth details about the mandatory trainings. All courses within this catalog are approved as Continuing Investigations Units (CIU). See page 27 for more details on CIUs.

This document is a working document and will be updated as new trainings are identified.

Section I: Mandatory Trainings

Mandatory Trainings

The Department of Children's Services requires several annual, bi-annual and one time trainings per the Council on Accreditation (COA), Brian A., and other state and federal mandates. This section outlines the requirements for all mandatory trainings.

Blood Borne Pathogens

Target Audience: All DCS staff

CIU Hours: 1

Trainer: N/A

Type: CBT

Frequency: Annual

Description: This course covers universal precautions of blood borne pathogens.

Child and Adolescent Needs Survey (CANS)

Target Audience: All case carrying case managers

CIU Hours: 4

Trainer: Varies

Type: Classroom

Frequency: Within the first year of employment

Description: The Child and Adolescent Needs and Strengths tool has been chosen by the Department of Children's Services as the assessment tool which best exemplifies strength-based, culturally responsive and family focused casework. This training will increase the ability to successfully utilize the CANS. At the completion of this training certification will be awarded.

Child and Adolescent Needs Survey (CANS) Recertification

Target Audience: Case carrying case managers

CIU Hours: 3

Trainer: Varies

Type: Classroom

Frequency: Annual

Description: The Child and Adolescent Needs and Strengths tool has been chosen by the Department of Children's Services as the assessment tool which best exemplifies strength-based, culturally responsive and family focused casework. This training will increase the ability to successfully utilize the CANS. At the completion of this training certification will be awarded.

Child Passenger Safety

Target Audience: Staff who transport children

CIU Hours: TBD

Trainer: See regional Training Coordinator

Type: See regional Training Coordinator

Frequency: One time, upon employment

Description: This course includes installation videos, policy and law review and testing.

Continuous Quality Improvement (CQI)

Target Audience: All DCS staff

CIU Hours: .5

Trainer: N/A

Type: CBT

Frequency: Annual

Description: Continuous Quality Improvement web based training required for all DCS staff annually.

CPS Investigator Training Academy

Target Audience: CPS Investigations staff

CIU Hours: 3 Weeks (see page 16)

Trainer: Varied

Type: Classroom

Frequency: One time

Description: A three week Academy focused on enhancing investigative skills for conducting investigations on alleged child abuse and neglect. See page 16 for more details.

Cultural Competency

Target Audience: All DCS staff

CIU Hours: Varies

Trainer: Varies

Type: Classroom or Webinar

Frequency: Bi-Annual

Description: This training provides an overview of the process of developing cultural competence, the importance of cultural competence in child welfare, and issues of racism and gender communication.

Customer Focused Government

Target Audience: All DCS staff

CIU Hours: 4

Trainer: Varies

Type: Classroom

Frequency: Bi-annual

Description: Customer Focused Government promotes a shared definition of GREAT customer service, a share language for providing service to internal and external customers, and a shared understanding among state employees of how to demonstrate excellent service.

Drug Screening

Target Audience: Staff who administer drug screens

CIU Hours: TBD

Trainer: See regional Training Coordinator

Type: See regional Training Coordinator

Frequency: One time, upon employment

Description: This course provides instruction on how to properly administer drug screens.

Emergency Preparedness

Target Audience: All DCS staff

CIU Hours: 1

Trainer: N/A

Type: CBT

Frequency: Annual

Description: Emergency Preparedness required annually for ALL DCS employees.

Family Advocacy Support Tool (FAST)

Target Audience: Case Carrying Case Managers

CIU Hours: 4

Trainer: Varies

Type: Classroom

Frequency: Within the first year of employment

Description: This course teaches how to appropriately utilize the FAST tool to assess risk and safety. After completion of this course certification will be awarded.

Family Advocacy Support Tool (FAST) Recertification

Target Audience: Case Carrying Case Managers

CIU Hours: 4

Trainer: Varies

Type: Classroom

Frequency: Annual

Description: This course teaches how to appropriately utilize the FAST tool to assess risk and safety. After completion of this course certification will be awarded.

Fraud and Waste

Target Audience: All DCS staff

CIU Hours: 1.5

Trainer: N/A

Type: CBT

Frequency: Annual

Description: Mandatory COA course for all staff annually. Covers the basics of Fraud Abuse and Waste and reporting suspected of Fraud.

Health Insurance Portability & Accountability Act (HIPAA) of 1996

Target Audience: All DCS staff

CIU Hours: 1

Trainer: N/A

Type: CBT

Frequency: Annual

Description: Required annual training on Health Insurance Portability and Accountability Act.

Information and Records Security

Target Audience: All DCS staff

CIU Hours: 1

Trainer: N/A

Type: CBT

Frequency: Bi-Annual

Description: This course will teach how to maintain the confidentiality of records and information.

Performance Evaluation

Target Audience: TBD

CIU Hours: 2

Trainer: TBD

Type: TBD

Frequency: TBD

Description: Performance Evaluation is an on-line workshop that provides management instruction on how to use the State's formal Employee Evaluation System as provided in Edison. Management learns the State's philosophy of Performance Evaluation.

Pre-Service Certification

Target Audience: Case carrying staff

CIU Hours: 9 weeks

Trainer: Varies

Type: Classroom, On the Job

Frequency: Upon employment prior to carrying cases

Description: A certification program for new employees in the case management series who will carry cases.

Preventing Work Place Violence

Target Audience: All DCS staff

CIU Hours: 1

Trainer: N/A

Type: CBT

Frequency: Annual

Description: Required annual training for all DCS staff.

Prison Rape Elimination Act (PREA)

Target Audience: All DCS staff

CIU Hours: 2

Trainer: N/A

Type: CBT

Frequency: Annual

Description: This course provides information on the requirements of the PREA.

Prison Rape Elimination Act (PREA) for SIU

Target Audience: SIU staff

CIU Hours: .75

Trainer: N/A

Type: CBT

Frequency: Annual

Description: This course provides information on the requirements of the PREA as it related to conducting special investigations within confined settings.

Respectful Workplace

Target Audience: All DCS staff

CIU Hours: 2

Trainer: N/A

Type: CBT

Frequency: Annual

Description: A Staff Guide to Preventing Workplace Harassment is an online refresher course designed to improve respectful behavior in working environments.

Respectful Workplace for Managers

Target Audience: Supervisors

CIU Hours: 5

Trainer: N/A

Type: Classroom

Frequency: Upon Employment

Description: A course designed to improve respectful behavior in working environments.

Respectful Workplace for Staff

Target Audience: Supervisors

CIU Hours: 3

Trainer: N/A

Type: Classroom

Frequency: Upon Employment

Description: A course designed to improve respectful behavior in working environments.

Shadowing

Target Audience: Non case carrying staff

CIU Hours: 4

Trainer: N/A

Type: Field Work

Frequency: Annual

Description: The Job Shadowing Project provides the opportunity to participate in a valuable learning experience. Participants will be able to: meet new people, see firsthand what co-workers experience, make new connections with our community partners, visit a different department, or visit a different facility. This is an excellent opportunity to see the work we do every day on behalf of Tennessee's children and youth.

Time and Labor Entry for Employees

Target Audience: Non-supervisory staff

CIU Hours: 3

Trainer: Varies

Type: Classroom

Frequency: One Time

Description: This course provides information on how to properly enter time into the state's Edison system.

Time and Labor Entry for Supervisors and Timekeepers

Target Audience: Supervisors and timekeepers

CIU Hours: 4

Trainer: Varies

Type: Classroom

Frequency: One Time

Description: This course provides information on how to properly enter and approve staff time into the state's Edison system.

Title VI

Target Audience: All DCS staff

CIU Hours: 1

Trainer: N/A

Type: CBT

Frequency: Annual

Description: Title VI Annual Training

Section II: CPS Investigator Training Academy

CPS Investigator Training Academy

The CPS Investigator Training Academy was designed for DCS Child Protection Service Investigators. The Academy is a non-consecutive three week program focusing on how to conduct thorough investigations. The courses are based on best practice and will provide Investigators with the knowledge and tools to do their job efficiently and effectively.

All CPS Investigators are required to graduate from the Academy. Below are course descriptions for each of the courses included in the Academy.

Basic Court Systems

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 1

Type: Classroom

Course Code: CHDE5018

Trainer: Jason Wilkerson, TBI

Description: This course provides knowledge of the court processes and protocols. It will teach when and how arrests are made, and how a criminal case proceeds through the state and federal court systems.

Case File Organization

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 1

Type: Classroom

Course Code: CHDE5025

Trainer: Amy Coble

Description: This course will teach how to manage documents and evidence in an investigation. The course will also provide an understanding of the importance of how case file organization can be key to finding requested documents or evidence as well as how to make a case file a resourceful tool when taking the stand in court after a great deal of time has passed since the respective events.

Case File Documentation

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 3.5

Type: Classroom

Course Code: CHDE5026

Trainer: Amy Coble

Description: This course will teach the critical considerations of case file documentation. Additionally, the course will cover the opening and closing of cases, summations, listing witnesses, listing evidence, documenting interviews, and providing evidence in a case file. The course will also include useful vocabulary to increase the strength of the reports.

Case Presentation

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 2.5

Type: Classroom

Course Code: CHDE5027

Trainer: Amy Coble

Description: This course will provide useful information about how to effectively and efficiently present a case to CPIT. A mock CPIT will be conducted with a debriefing session to follow.

Child Abuse Investigations

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 19

Type: Classroom

Course Code: CHDE5008

Trainer: David Buckley, John E. Reid

Description: This course presented by John E. Reid and Associates focuses on the distinction between interviewing and interrogation as well as the factors

affecting a subject's behavior. The course additionally will discuss the common characteristics of individuals who are inclined to sexually or physically abuse a child. This course will also illustrate how to identify who to interview and how to interview a child abuser and the importance of looking at the offense through the eyes of the offender.

Conflict Management

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 1.25

Type: Classroom

Course Code: CHDE5022

Trainer: Jason Wilkerson, TBI

Description: This course will discuss how to strategically resolve conflict situations, how conflict management is essential in de-escalating a potential crisis, and how to use tactical communication skills to maintain mental and emotional safety in potentially volatile situations. The techniques learned will demonstrate how to direct the negative energy in a verbal conflict and diffuse the situation. Controlling how to respond to conflict is important when applying verbal self-defense skills efficiently and appropriately.

CPS Investigations Policy and Effective use of Work Aids

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 1.75

Type: Classroom

Course Code: CHDE5031

Trainer: Carla Aaron, Irma Buchanan

Description: This course examines state and federal laws which influence the development of DCS policies. Strategies for implementing policies in practice and how to effectively use work aids to efficiently complete tasks will be taught. Also included in this course are requirements of border agreements with neighboring states.

Cultural Competence

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 1

Type: Classroom

Course Code: CHDE5017

Trainer: Jason Wilkerson, TBI

Description: This course will present the importance of being sensitive to cultural and individual differences, including age, gender, race, ethnicity, national origin, religion/spirituality, sexual orientation, ability level/disability, and socioeconomic status. The course will also provide knowledge of how to maintain awareness as well as respect in diverse cultural environments.

Defensive Tactics

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 2

Type: Classroom

Course Code: Week 1-CHDE5012, Week 2-CHDE5023

Trainer: Jason Wilkerson, TBI

Description: This course will provide knowledge of effective self-defense tactics that will ensure survival with the minimal physical force necessary. The course will additionally provide tactics for neutralizing or stopping an attack without permanently silencing the opponent.

Drug Identification

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 4

Type: Classroom

Course Code: CHDE5013

Trainer: TBI

Description: Recognizing drugs, paraphernalia and drug-related behavior during an encounter can be the keys to in-depth investigations and safety for all involved. In this course, common drug classification, their appearances and their effects will be presented. Knowledge of the dangers of common drugs of abuse, and their relationship to the user and how users may react toward authority will be taught.

Emerging Trends in Child Sex Abuse

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 6

Type: Classroom

Course Code: CHDE5016

Trainer: Robert Farley John E. Reid

Description: This course explores strategic planning that is required in conducting a step-by-step and comprehensive investigation of the circumstances in suspected child sexual abuse cases, as well as accountability issues pertaining to the caretaker and other family members. The course also examines the identification of potential corroborating witnesses, the joint collection of essential facts and the recognition and recovery of different types of specific evidence all of which can narrow the focus of the investigation.

Human Trafficking

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 1

Type: Classroom

Course Code: CHDE5010

Trainer: Rick Stout

Description: This course will show how real human trafficking is in the State of Tennessee. It will provide basic knowledge on the slavery of children and women forced to perform sex acts for money at various locations. This course will also focus on what signs to look for when identifying human trafficking victims and identifying a targeted age group.

Introduction to CPIT

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 1

Type: Classroom

Course Code: CHDE5004

Trainer: Carla Aaron

Description: This course will discuss the history and development of Child Protective Investigation Teams (CPIT) within Tennessee. It will provide an overview of the organization, structure and laws associated with CPITs. Additionally, the development, utilization, and function of Tennessee's Child Advocacy Centers (CAC) will be discussed.

Juvenile Court Systems

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 2

Type: Classroom

Course Code: CHDE5019

Trainer: Craig Hargrow

Description: This course will provide specific information about juvenile court systems and their protocols.

Milo

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 1.25

Type: Classroom

Course Code: CHDE5030

Trainer: Vance Jack, Laura Hodge and Chuck Roundtree

Description: This course provides a simulated experience for conducting home visits. During this experience participants will recognize safety concerns and learn how to respond to potentially aggressive situations.

Mock Court

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 8

Type: Classroom

Course Code: CHDE5028

Trainer: Suzann Lafferty

Description: This course is designed to show trial procedures and legal methods. This course will provide the opportunity to participate in rehearsed trials to prepare for testifying, presenting evidence, and being cross examined in court.

Physical Neglect and Child Abuse Reconstruction Techniques

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 6

Type: Classroom

Course Code: CHDE5015

Trainer: Robert Farley, John E. Reid

Description: This course will emphasize the specific techniques that can be used in the assessment, investigation and reconstruction of cases involving soft tissue injuries such as bruises, lacerations and burns. In addition, the various weapons utilized by the offender in child abuse situations will be identified and discussed. The course will also address the circumstances and evaluation of deprived and neglected children.

Recognizing and Documenting Impairment/Drug Use

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 4

Type: Classroom

Course Code: CHDE5014

Trainer: Richard M. Holt, TBI

Description: This course will present how to recognize when a person is impaired. It will also teach several informal observations to be aware of, such as; slurred speech, loss of thought, body language, color of eyes, poor fine motor skills, etc. The course will additionally teach how to use factual and descriptive indicators of impairment in reporting.

Situational Awareness

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 2

Type: Classroom

Course Code: CHDE5011

Trainer: Jason Wilkerson, TBI

Description: This course will provide an understanding of how to manage situational awareness to maximize the opportunity for success in crisis situations. The course will additionally explain that a clear perception of the environmental surroundings is crucial for safety.

Statement Analysis

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 8

Type: Classroom

Course Code: CHDE5024

Trainer: Mark Hall, TBI

Description: This course will provide tools for taking initial written statements and analyzing them for indicators of deception.

The Tennessee Child Abuse Hotline

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 1

Type: Classroom

Course Code: CHDE5007

Trainer: Alexis Robinson and Jeff Weidenbenner

Description: This course will provide an overview of the interworkings of the Tennessee Child Abuse Hotline (CAH). This course will increase knowledge of how the CAH answer calls, gather critical information and input necessary data into TFACTS. Additionally, how case managers make decisions surrounding referrals to various program areas and how the CAH leadership tracks, trends and utilizes data to inform their practice will be discussed. Following this course, shadowing case managers at the CAH will occur.

Tennessee Sex Offender Registry

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 1

Type: Classroom

Course Code: CHDE5009

Trainer: Stephanie Davis

Description: This course will provide basic information concerning the Tennessee Sex Offender Registry and the TBI's role.

The Medical Evaluation of Child Physical Abuse and Neglect

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 2

Type: Classroom

Course Code: CHDE5005

Trainer: Deborah Lowen, Vanderbilt

Description: This course will provide medical information about the common types of injuries seen in physically abused and neglected children, including details about injury mechanism and distinguishing accidental from abusive injuries. The type and timeliness of the medical evaluation will also be covered.

The Medical Evaluation of Child Sexual Abuse

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 1.5

Type: Classroom

Course Code: CHDE5006

Trainer: Lisa Dupree, Our Kids

Description: This course will discuss the details of the medical evaluation in cases of sexual abuse, including the location, type, and timeliness of the examination. The course will also cover the various physical signs of sexual abuse such as injuries and sexually transmitted infections, as well as common mimics of sexual abuse.

Working with Law Enforcement

Target Audience: CPS Investigative staff and CPIT partners

CIU Hours: 1.5

Type: Classroom

Course Code: CHDE5021

Trainer: Brian Harbaugh

Description: This course will enhance understanding of the perspective law enforcement and criminal prosecutors. Knowledge of additional tools to use in presenting facts of a potentially criminal investigation will be taught.

Section III: Specialty and Ongoing Training

Specialty and Ongoing Training

The OCS strives to support their employees to do their job efficiently and effectively through quality training programs. Providing specialty and ongoing trainings for staff is essential to maintaining, enhancing and building new skillsets.

Continuing Investigations Units Protocol

I. All OCS employees are required to complete a specified number of CIU each fiscal year for which they will be evaluated in their Individual Performance Plan (IPP). The chart below identifies the CIU requirements for each position.

Investigations Position Title	**Required CIU's**
Administrative Assistant	25
Investigator	50
Special Investigator	50
Lead Investigator	50
Program Coordinator	50
Investigations Coordinator	50
Regional Investigations Director	30

Child Abuse Hotline Position	**Required CIU's**
Administrative Assistant	25
Case Manager	25
Team Leader	25
Team Coordinator	25
Call Center Consultant	25

Central Office	**Required CIU's**
Administrative Assistant	25
Program Coordinator / Specialist	30
Director	30
Executive Director	30
Deputy Commissioner	30

II. The OCS Director of Training and Development will post CIU approved training opportunities on the Training Calendar in Outlook (EI-DCS-ChildSafety-Investigations-Training-Calendar or EI- DCS-CAH-Training Calendar) no less than thirty (30) days prior to the training date.

A. Staff interested in participating in the posted training opportunities must register for the course through the Edison system prior to the training date.

B. Staff attending a CIU approved training, must sign the attendance roster provided by the trainer.

C. To receive CIU's for trainings not listed on the Training Calendar or within the OCS Training Catalog, staff must complete the Application for CIU Approval form.
    i. Staff must complete a Training Participation Form and submit it to the OCS Director of Training and Development within fifteen (15) days of completion of the course.

Child Protective Investigative Team Training (CPIT Convening)

Target Audience: CPS Staff and CPIT Members

CIU Hours: 6

Type: Classroom

Course Code: CHDE5029

Location: As Requested

Trainer: Tennessee Chapter Children's Advocacy Center

Description: This course is designed to educate new professionals regarding CPIT history, protocols, and best practices as well as address the complex issues faced by seasoned teams. This course will work with individual CPIT teams to acquire and strengthen skills necessary for a happy and effective team. We focus on many areas including team building and communication.

DEAR Training

Target Audience: CPS Investigators and CPIT Partners

CIU Hours: TBD

Type: Classroom

Course Code: TBD

Location: Cumberland County

Trainer: TBD

Description: This course will identify techniques for CPIT partners to evaluate risk to children who have been exposed to or affected by drugs and ensure their safety. It will help facilitate and strengthen partner relationships by identifying strategies for working with and helping children and families affected by drugs.

Death Scene Investigation

Target Audience: CPS Staff, medical examiner staff, district attorney offices, first responders, law enforcement

CIU Hours: 16

Type: Classroom

Course Code: CHDE6005

Location: MTSU

Trainer: Forensic Institute for Research and Education

Description: The Forensic Institute for Research and Education (FIRE) at MTSU will offer a free two-day workshop for death scene investigators, first responders, law enforcement, medical examiners, district attorneys, and public defenders. This workshop will address the role of the medical examiner, forensic anthropology, mass fatalities, drug overdose, and child death investigations.

Disabilities

Target Audience: CPS Staff

CIU Hours: 6

Type: Classroom

Course Code: CHDE5509

Location: Chattanooga, Jackson, Knoxville, Nashville

Trainer: UT Boling Center for Developmental Disabilities

Description: This course will review the history and prevalence of disabilities in Tennessee as well as introduce the Americans With Disabilities Act and Individuals with Disabilities Educational Act. An overview of types, definitions, and characteristics of common disabilities will be provided. This course will also present statistics on the victimization and susceptibility of victimization of children and parents with disabilities. Additionally, this course will identify common struggles families encounter who are impacted by disabilities.

Documentation

Target Audience: CPS Investigators

CIU Hours: 4

Type: Classroom

Course Code: CHDE5510

Location: All Regions

Trainer: Office of Child Safety

Description: This course will teach the critical considerations of case file documentation. Additionally, the course will provide case scenarios for practice and discussion.

Gang Training

Target Audience: CPS Staff

CIU Hours: 2

Type: Classroom

Course Code: CHDE0232

Location: Davidson County

Trainer: Mark Anderson, Metro PD

Description: This course will provide information on identifying a child or parent who is part of a gang, symbols utilized by various gang groups, and gang territories in Davidson County.

Parenting without Sight

Target Audience: CPS Staff

CIU Hours: 1

Type: Classroom, Webinar

Course Code: CHDE1748

Location: As requested

Trainer: Angela Fredrick, NFB

Description: This course will provide knowledge of techniques parents who are blind or who have low vision utilize to raise their children. Information surrounding research and information gathered from parents who are blind will be shared and discussed.

Safety Systems in Child Welfare

Target Audience: DCS Staff

CIU Hours: 2

Type: Classroom

Course Code: CHDE5513

Location: As Requested

Trainer: Noel Hengelbrok and Scott Modell

Description: This course will highlight the application of safety science principles within the Tennessee child welfare system and will address their future application to all child welfare systems nationally and internationally. Concepts and techniques have been developed from studying some of the most safety critical industries in the world, such as aviation, healthcare and nuclear power. The same concepts are being applied to state service delivery in order to decrease the occurrence of adverse outcomes such as child deaths. This is in large part due to how organizations learn from failure and how they avoid quick fixes such as increased training, automation or punitive responses. Learning outcomes include: understanding current methods of safety used in high consequence industries such as aviation, medicine and nuclear power and how they can be utilized in child welfare; being familiar with advanced safety techniques that have been implemented in DCS; and understanding how forward looking accountability applies to DCs and how it can support safety improvement.

Stewards of Children

Target Audience: CPS Staff, CPIT Partners, Community Members

CIU Hours: 3

Type: Classroom

Course Code: CHSC1175

Location: As Requested

Trainer: Prevent Child Abuse Tennessee

Description: This course is scientifically proven to increase knowledge, improve attitudes and change child-protective behaviors. This revolutionary program is for any responsible adult who cares about the welfare of children. It is also appropriate for youth-serving organizations including sports leagues, day care centers, after school programs, children's clubs, church groups and more.

Talking to Kids

Target Audience: CPS Staff

CIU Hours: 16

Type: Classroom

Course Code: CHTK1374

Location: As Requested

Trainer: TN Chapter, CAC

Description: This course provides information on how to build and strengthen skills for interacting with and gathering information from children who have been reported as being abused or neglected.

Trauma of Human Trafficking

Target Audience: CPS Staff

CIU Hours: 4

Type: Classroom

Course Code: CHDE5511

Location: Chattanooga, Jackson, Knoxville, Nashville

Trainer: Stacia Freeman, Abolition International

Description: This course will provide an overview of the indicators of human trafficking and an in depth presentation on the trauma on human trafficking victims.

Section IV: Conferences

Conferences

Many agencies statewide host conferences relevant to the work done by the Department. This section outlines conferences hosted by partner agencies approved for CIUs.

Registration for these conferences must be done through your Regional Investigations Director, Director of the Child Abuse Hotline, or Executive Director as applicable. Self-registration is not allowed. Additionally, a Training Participation form must be completed and submitted to the Director of Training and Development within fifteen (15) days of attending the conference.

Connecting for Children's Justice Conference

Target Audience: CPS Staff and CPIT Partners

CIU Hours: 14.25

Location: Nashville, TN

Trainer: Hosted by the Tennessee Chapter Children's Advocacy Center

Description: Each year, TNCAC hosts this multidisciplinary team training for professionals in Tennessee who work on child maltreatment. A diverse selection of local and national speakers addresses current issues in the field. Approval by the Regional Investigations Director must be obtained to attend.

Domestic Violence

Target Audience: Upper Cumberland

CIU Hours: 6.5

Location: Crossville, TN

Trainer: Hosted by In Home Tennessee

Description: This conference enhances Upper Cumberland's capacity to provide appropriate and effective in-home services to children, youth, and families in order to keep families intact and make them stronger. The In-Home Tennessee Domestic Violence was established to address issues regarding domestic violence in the lived of children and families through enhancing the services provided.

Everyday Heroes United

Target Audience: CPS Staff and CPIT Partners Located on the East Side of Tennessee

CIU Hours: 11

Location: Pigeon Forge, TN

Trainer: Hosted by the Children's Advocacy Centers

Description: This is an annual conference hosted by the Children's Advocacy Centers in East Tennessee. Approval by the Regional Investigations Director must be obtained to attend.

Prevention Through Understanding: Investigating Unexpected Child Death

Target Audience: First Responders to Child Deaths

CIU Hours: 8

Location: Franklin, TN

Trainer: Varies

Description: This conference focuses on teaching first responders how to investigate sudden unexpected child deaths. An educational video as well as trainer and trainee manuals have been developed and are used as the curriculum for the program. The Chief Medical Examiner along with child death investigators and various state department representatives will lead the instruction followed by role-play scenarios. Please refer to the following website www.mtsu.edu/sids for additional information.

Section V: Webinars

Webinars

There are many live and recorded webinars which benefit CPS Investigation, CAH, and Management staff. However, the webinars listed in this section may only be applicable to a specific program area. Each webinar will specify which program area the CIUs will be applicable to in the Target Audience field.

You must pre-enroll for the webinar in Edison using the designated course code.

A Record of Training Participation form (0752) must be submitted to the OCS Director of Training and Development, or designee, for all webinars within fifteen (15) days of completing the course.

A Dose of Prevention: Fighting Cough Syrup Abuse

Target Audience: CAH and CPS Investigations

CIU Hours: 1

Course Code: CH-WB3007-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: Do You Know what Skittling Is? How About Tussing? Chances Are, One In Every 10 Teenagers Does. Recent research shows that while parents are aware of warnings against the dangers of illicit street drugs, both prescription medicine and over-the-counter (OTC) cough medicines are often overlooked as a potential threat. We'll hear from a mother whose son, now 22-years-old, is serving a 13-year prison sentence in Folsom State Prison for actions he took while under the influence. We'll also hear from a person who abused cough medicine and is now telling his story in hopes of preventing someone else from going down the same road. Also, see how CADCA and CHPA are joining forces to educate parents, engage coalitions and reduce this problem through education and policy change. Learn about efforts to designate and recognize August as National Medicine Abuse Awareness Month.

Beating Job Stress at Its Own Game and Resiliency: How to Successfully Negotiate Life's Twists & Turns

Target Audience: CAH

CIU Hours: 1

Course Code: CH-WB6002-140000-01

Web Link: https://www.magellanassist.com/default.aspx

Trainer: Magellan

Description: Identify stressors and learn techniques to address them. Note: To enroll on the Magellan webpage use the following number 855-437-3486.

Bring Out The Best In Others: Increase Cooperation, Decrease Conflict and Motivate Others

Target Audience: CAH

CIU Hours: 1

Course Code: CH-WB6003-140000-01

Web Link:
https://www.magellanassist.com/mem/memserv/ondemand/index.aspx

Trainer: Magellan

Description: Bringing out the best in others focuses on creating win-win situations by emphasizing the need to recognize individual assets rather than individual deficits. The skills used to bring out the best in others will also bring out the best in ourselves and enhance our relationships both at home and work. Note: To enroll on the Magellan webpage use the following number 855-437-3486.

Designer Drugs, The New Frontier

Target Audience: CAH and CPS Investigations

CIU Hours: 1

Course Code: CH-WB3009-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: During this hour-long program, Designer Drugs: The New Frontier, we'll take a look at this new and emerging drug threat, hear who is most at risk, and learn what we can do about it. We will travel to Bangor, Maine where some experts are saying this is the worst drug epidemic they have ever seen.

Dispelling Drug Myths

Target Audience: CAH and CPS Investigations

CIU Hours: 1

Course Code: CH-WB3012-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: During this hour-long program Dispelling Drug Myths, hear the facts about drugs from the experts. Listen to them dispel some of the big myths people hear and spread. Learn how to use facts to get the word out via social norms campaigns and other fact-based methods.

Drug Dependent Newborns

Target Audience: CAH and CPS Investigations

CIU Hours: 1

Course Code: CH-WB3010-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: During this hour-long program, Drug Dependent Newborns, see how doctors, nurses, and other professionals treat these tiny addicts and why it is so expensive and time-consuming. We'll learn why some pregnant women do not seek help during their pregnancy and why abruptly stopping prescription use can be harmful for both mother and the baby. Hear how law enforcement and other emergency responders play a big role in insuring help for the newborns.

Drugged Driving: The Hidden Dangers

Target Audience: CAH and CPS Investigations

CIU Hours: 1

Course Code: CH-WB3011-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: During this hour-long program, Drugged Driving: The Hidden Dangers, learn how big the problem really is and why it's so difficult to do more to solve it. See how one group that promotes highway safety started a public awareness campaign to spread the word about the dangers of drugged driving. Find out why it can be difficult to prove impairment.

Emerging Drug Trends

Target Audience: CAH and CPS Investigations

CIU Hours: 1

Course Code: CH-WB3001-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: During this hour-long broadcast Emerging Drug Trends, hear what's going on now, and what's on the horizon from people in-the-know. Find out how to tailor prevention messages and see how a coalition of coalitions worked together to quickly make a new drug illegal in their state.

Families with Special Needs

Target Audience: CAH

CIU Hours: 1

Course Code: CH-WB1701-140000-01

Web Link:
https://www.magellanassist.com/mem/memserv/ondemand/index.aspx

Trainer: Magellan

Description: This webinar focuses on families with special needs and addresses what is normal and when should you be concerned, the resources available to get help and caregiver coping strategies so that you can be your best for your child. Note: To enroll on the Magellan webpage use the following number 855-437-3486.

Gangs: An American Evolution

Target Audience: CAH and CPS Investigations

CIU Hours: 2

Course Code: CH-WB1703-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: Before you can fight these criminal street gangs, you have to understand their world, from their language to their culture to their alliances and rivalries.

Getting Through the Tough Times

Target Audience: CAH

CIU Hours: .5

Course Code: CH-WB6000-140000-01

Web Link: https://www.magellanassist.com/default.aspx

Trainer: Magellan

Description: Tough times – you've experienced them or most likely know someone who has. They can range from challenging times with a family member to health problems or financial problems. Everyone gets through the tough times in their own way, but there are things that you can do so that you are stronger and more resilient. Note: To enroll on the Magellan webpage use the following number 855-437-3486.

Household Highs: Understanding Inhalants

Target Audience: CAH and CPS Investigations

CIU Hours: 1

Course Code: CH-WB3005-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: During this hour-long CADCA TV broadcast, learn how to identify the signs of a household high, see what items people use to get the buzz, discover the dangers that can be associated with just one use, and learn the best ways to teach both adults and children about inhalants. Also, see how coalitions can educate people in their communities to help them realize the dangers of drugs don't just lurk on street corners.

Life With A Child With Autism

Target Audience: CAH

CIU Hours: 1

Course Code: CH-WB1701-140000-01

Web Link:
https://www.magellanassist.com/mem/memserv/ondemand/index.aspx

Trainer: Magellan

Description: Learn tips to make daily home life easier and discover ways to help your autistic child interact with others. Note: To enroll on the Magellan webpage use the following number 855-437-3486. This presentation has audio only.

Meth Space: The New Danger to Children

Target Audience: CAH and CPS Investigations

CIU Hours: 1

Course Code: CH-WB3006-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: During this hour-long broadcast, we'll hear how the dangers and health effects of meth and meth labs continue to lurk even when the chemicals are gone, especially for the children. We'll visit a Kansas family that intervened in the lives of drug endangered children and now has a house full of love. See how teamwork pays off for Salt Lake City's police department when there are children to think about. See how teamwork can really pay off when there are children to think about. It's the small things law enforcement can do to help the little ones, and it doesn't always involve handcuffs or weapons.

NAS Part 2: Increasing Inter-Observer Reliability with the Finnegan Scoring Tool

Target Audience: CAH

CIU Hours: 1

Course Code: CH-WB3500-140000-02

Web Link: http://www.dandlelion-webinars.com/previous-teleclasses/

Trainer: Dandle Lion Medical

Description: This lecture will address a number of important issues related to neonatal abstinence, including an overview of the Finnegan Neonatal Abstinence Scoring Sheet; the Importance of establishing inter-observer reliability with the Finnegan Scoring Tool; and providing comprehensive care to the drug-exposed infant. A brief discussion of the importance of becoming reliable in the use of assessment tools will also be included. Note: To receive credit you must also print the email confirming that you have completed the webinar.

Neonatal Abstinence

Target Audience: CAH

CIU Hours: 1

Course Code: CH-WB3500-140000-01

Web Link: http://www.dandlelion-webinars.com/previous-teleclasses/

Trainer: Karen D' Apolito Vanderbilt University School of Nursing

Description: This lecture will address a number of important issues related to neonatal abstinence, including the properties of the various drugs that may produce neonatal abstinence; the best screening methods; examination of clinical assessment tools; and strategies for pharmacologic and non-pharmacologic management. A brief discussion of the importance of becoming reliable in the use of assessment tools will also be included. Note: To receive credit you must also print the email confirming that you have completed the webinar.

Not what the Doctor Ordered: Prescription Drug Abuse in Tennessee

Target Audience: CAH and CPS Investigations

CIU Hours: 1

Course Code: CH-WB3002-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: The abuse of prescription drugs is quickly becoming an epidemic. While many communities are just beginning to figure out how to handle this legal drug problem, anti-drug groups in Tennessee have had a head start. The people from Tennessee will share their experiences during this hour-long MCTFT broadcast. Learn how citizens in Tennessee discovered the problem and took control. Hear from coalition leaders, law enforcement, doctors, pharmacists, insurance executives, and others. See what they did so you can bring it into your own communities.

Preventing Prescription Abuse

Target Audience: CAH and CPS Investigations

CIU Hours: 1

Course Code: CH-WB3013-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: During the hour-long program Preventing Prescription Abuse, hear from prevention and law enforcement leaders about what we can do to help prevent prescription drug abuse. See how take back programs can help keep drugs from getting into the wrong hands. Find out how prescription drug monitoring programs are working in many states and how a center of excellence is working to improve them.

Protecting Your Techy Teens

Target Audience: CAH

CIU Hours: 1

Course Code: CH-WB4000-140000-01

Web Link:
https://www.magellanassist.com/mem/memserv/ondemand/index.aspx

Trainer: Magellan

Description: Learn about the technology that's available to teens, the risks associated with the Web and how you can help your teens make positive online choices. Note: To enroll on the Magellan webpage use the following number 855-437-3486. This presentation has audio only.

Purposeful Productivity: Time Management Tips

Target Audience: CAH

CIU Hours: .5

Course Code: CH-WB6001-140000-01

Web Link: https://www.magellanassist.com/default.aspx

Trainer: Magellan

Description: Are you as productive as you'd like to be? If not, this course is meant for you. Specific techniques for managing our time at work more purposefully (and our time at home as well) will be addressed. Note: To enroll on the Magellan webpage use the following number 855-437-3486.

Recovering from Addition: The Kids' Perspective

Target Audience: CAH and CPS Investigations

CIU Hours: 1

Course Code: CH-WB3008-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: Recovering From Addiction: The Kids' Perspective is an hour-long broadcast of teen panelists that will discuss their addiction and recovery process. The sooner you can recognize that your child or your friend is abusing alcohol or other drugs, the sooner you can seek help. If you notice changes in behavior, changes in friends, lying about after school or weekend activities, changes in mood, or depression your teen or someone you know might have a problem with substance abuse. Also, hear from an expert in adolescent addiction and intervention.

Stress and Anxiety

Target Audience: CAH

CIU Hours: 1

Course Code: CH-WB6004-140000-01

Web Link:
https://www.magellanassist.com/mem/memserv/ondemand/index.aspx

Trainer: Magellan

Description: Stress and anxiety—these seem to be everyday parts of modern life. It can be hard to keep up with the demands of things like work, school, relationships, financial concerns, parenting and/or taking care of an aging loved one. Listen to this webinar and learn how to conquer your stress and anxiety! Note: To enroll on the Magellan webpage use the following number 855-437-3486.

The Brain Drugs

Target Audience: CAH and CPS Investigations

CIU Hours: 1

Course Code: CH-WB3003-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: During this hour-long broadcast, The Brain on Drugs, we'll see what drugs do to the brain at different stages of life. Also, learn how to best tailor prevention and treatment efforts.

The Highway to Heroin

Target Audience: CAH and CPS Investigations

CIU Hours: 1

Course Code: CH-WB3015-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: During this hour-long program, The Highway to Heroin, hear how communities are dealing with two serious drug problems at the same time. Learn how to prepare for an influx of heroin. See how partners in the Cleveland, Ohio area are working together to stop opiate abuse.

The Melting Pot at the Workplace: Diversity in Action

Target Audience: CAH

CIU Hours: .5

Course Code: CH-WB1700-140000-01

Web Link: https://www.magellanassist.com/default.aspx

Trainer: Magellan

Description: Examine why it is important to value diversity in the workplace and learn how to become change agents in order to develop and maintain effective working relationships. Note: To enroll on the Magellan webpage use the following number 855-437-3486.

The Origins of Addiction

Target Audience: CAH and CPS Investigations

CIU Hours: 1

Course Code: CH-WB3014-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: During this hour-long program, The Origins of Addiction, we'll look at how the brain has changed over time, allowing it to adapt to some things in our lives, but not others. See how addiction changes the brain which can help explain why treatment is often so difficult. Find out how Swiss cheese can help explain addiction. Researchers at the National Institute on Drug Abuse (NIDA) will take us into their labs and let us look at the science behind the science as they search for the areas of the brain addiction impacts most.

The War Within: Helping Returning Veterans

Target Audience: CAH

CIU Hours: 1

Course Code: CH-WB3004-140000-01

Web Link: http://www.mctft.com/telecasts/past_telecourses.shtml

Trainer: Multijurisdictional Counterdrug Task Force Training (MCTFT)

Description: During this hour-long CADCA-TV broadcast called The War Within: Helping Returning Veterans, hear from a young Marine about what it was like to adjust to life at home after serving in Iraq. See how science can

help us better understand what's going on inside the brain. Find out what we can do to help the men and women who serve our country.

Youth Substance Abuse: Education & Awareness for Adults

Target Audience: CAH

CIU Hours: .5

Course Code: CH-WB3000-140000-01

Web Link: https://www.magellanassist.com/default.aspx

Trainer: Magellan

Description: Caregivers will explore youth substance abuse by learning about the most commonly used substances by youth; strategies for prevention; and the difference between helping and enabling. Note: To enroll on the Magellan webpage use the following number 855-437-3486.