



Training and Continuing Education

Purpose:

To establish guidelines for training and continuing education for all Approved Evaluators and Providers.

Clinicians seeking TSOTB Approved Provider Status

- Providers seeking TSOTB approval for the first time will attend the annual New Provider Training followed by the plenary session of the annual TSOTB training program.
- Applications for providers seeking to be approved by the TSOTB are taken within 60 days of completing the new provider training.
- Applications may be presented throughout the year for those who are seeking reciprocity licensure in TN with sex offender treatment provider credentials in their licensing state.
- All applications must be received a minimum of two weeks prior to the scheduled board meeting. All applications received after that period will be reviewed at the next regularly scheduled board meeting.

Clinicians seeking TSOTB Approved Evaluator Status

- Applications for Approved Evaluator are taken on an as-needed basis. A formal announcement of applications being accepted will be emailed to all providers and placed on the public website.
- All applications must be received a minimum of two weeks prior to the scheduled board meeting. All applications received after that period will be reviewed at the next regularly scheduled board meeting.

Required annual training for Approved Evaluators and Approved Providers

- Current approved providers and approved evaluators will be required to attend a minimum of eight (8) TSOTB monthly Lunch & Learn sessions offered virtually during the FY23/24 training year. In-person (live) attendance is highly encouraged for all training, however, if there is no possibility for the provider/evaluator to attend a particular session in person, the provider/evaluator shall email the Presiding Officer and request a recording of the presentation. Upon completion of the training, whether live or via video recording, the provider/evaluator will submit a completed test for understanding the material taught. Providers/Evaluators may be mandated to participate in a specific session to assist with competency and/or understanding of a particular area if deficits are noted during the clinical audit.
- For the FY23/24 training year, the monthly Lunch & Learn sessions will provide one (1) clinical continuing education credit at no cost to the provider/evaluator if participation in the training is done during the live session. Any training completed with the recorded version will also be free of charge but will not be eligible for education credits.



POLICY NO. 15

- Current approved providers and approved evaluators will be required to attend quarterly training as determined through the clinical audit process. This quarterly training will address any deficit areas or areas in which the provider needs continuing training. All attempts will be made to hold the quarterly training within the region where the provider/evaluator resides to limit travel expenses by the provider.
- All currently approved providers and evaluators will be required to attend the annual TSOTB training.
- All currently approved evaluators will be required to attend the annual TSOTB evaluator training.
- Providers may request an exception to the mandatory attendance requirement for the annual conference within 30 days prior to the training program. Requests for exceptions will be considered on a case-by-case basis. The Board reserves the right to grant or deny any request for exception. Requests shall be submitted to the Presiding Officer via email. The request shall include the provider's request for absence. The decision by the Board will be in writing. The board recognizes that emergency situations do occur, therefore emergency requests will also be considered on a case-by-case basis.
- All providers who are excused from attending the annual training shall be required to attend a comparable training in lieu of the annual TSOTB training. The Provider shall include the proposed training in the request for absence. The Provider will be notified in writing of approval. Upon completion of the alternative program, documentation shall be submitted to the Presiding Officer. Documentation shall include the name of the conference or training program attended, the names of the workshops/seminars attended, and the name of the presenter. The training program must occur within the same calendar year, or within the first sixty days of the following calendar year to be accepted.

******Approved August 31, 2023******