



Foster Parent T4T Certification Process

Tennessee Department of Children's Services
Office of Training and Professional Development
October 2019



Purpose of the Training for Trainer Courses

The DCS Training for Trainers (T4T) courses are designed for Professional Agency Trainers and Foster Parent Co-Trainers. The course offerings coincide with the training requirements and electives outlined in DCS Policy 16.9. All DCS and Provider Agency Trainers (Primary Trainers) who train foster parents must have a college degree and must successfully complete the T4T in each course they intend to deliver. T4Ts are offered for TN KEY pre-approval courses and required and elective post-approval courses.

Training Requirements

Trainers must successfully register, attend, and participate in a T4T in order to be certified to train foster parents. Trainers may deliver only the courses in which they are certified and for which they have received a certificate as proof of attendance and certification.

Training Updates

In the event that a curriculum for which a trainer has been certified is updated, the certification becomes invalid if the trainer does not attend the update T4T. Certification is renewed upon completion of the update T4T.

Certification Requirements

View the following pages to learn about the certification process for the T4Ts offered by the Office of Training and Professional Development (OTPD).

T4T Course	Certification Process
TN KEY T4T	<ul style="list-style-type: none"> • Complete pre-requisite training: Building Strong Brains or an equivalent approved by OTPD • Attend T4T, actively participate and receive certification certificate • New TN KEY trainers must co-lead a TN KEY parent group within six months of completing the T4T • Lead at least one TN KEY group per year • TN KEY trainers must submit proof of TN KEY delivery to DCS annually to maintain trainer certification • Certification must be submitted online via the TN KEY Certification form: https://stateoftennessee.formstack.com/forms/tnkey_cert
Transitions and Normalcy In-Service T4T	<ul style="list-style-type: none"> • Attend T4T, actively participate and receive certification certificate • Attend updates as required by DCS • Curriculum covered <ul style="list-style-type: none"> ○ Creating Normalcy through Prudent Parenting ○ Helping Children Make Transitions ○ Loving and Letting Go ○ Creating Teachable Moments
Informed Parent In-Service T4T	<ul style="list-style-type: none"> • Attend T4T, actively participate and receive certification certificate • Attend updates as required by DCS • Curriculum covered <ul style="list-style-type: none"> ○ Social Media and Cyber Safety ○ What to Know about Child Exploitation and Human Trafficking ○ Cultural Awareness ○ Caring for the Child with Sexual Trauma
Parenting Focus In-Service T4T	<ul style="list-style-type: none"> • Attend T4T, actively participate and receive certification certificate • Attend updates as required by DCS • Curriculum covered <ul style="list-style-type: none"> ○ Engaging and Parenting Teens 2.0 ○ Positive Parenting ○ Trauma Informed Parenting Strategies (TIPS)
Family Focus in-Service T4T	<ul style="list-style-type: none"> • Attend T4T, actively participate and receive certification certificate • Attend updates as required by DCS • Curriculum covered <ul style="list-style-type: none"> ○ Working with Birth Parents and Visitation ○ Impact of Fostering on Birth Children ○ Lifebooks

T4T Course	Certification Process
Preserving Kinship Families T4T	<ul style="list-style-type: none"> • Attend T4T, actively participate and receive certification certificate • Attend updates as required by DCS
Medication Administration T4T and NAS T4T	<ul style="list-style-type: none"> • Attend T4T via live webinar, actively participate and receive certification certificate • Attend updates as required by DCS • Trainers must have a valid Tennessee Nursing License (LPN or RN) and provide a copy of the nursing license to Synnamon.Taylor@tn.gov prior to participating in the live webinar.
CPR and First Aid T4T	<ul style="list-style-type: none"> • Attend T4T, actively participate and receive certification certificate • Trainers must have a valid CPR and First Aid certification prior to attending the T4T <ul style="list-style-type: none"> ○ Trainers who need to obtain a valid CPR and First Aid certification may do so by attending day 1 of the T4T ○ Trainers who already have a valid CPR and First Aid certification must provide DCS with a valid copy of BLS Trainer Certification from a recognized provider prior to attending the T4T. Participants with a valid certification may attend days 2 and 3 only. Submit information to Synnamon.Taylor@tn.gov for approval of valid certifications. • Instructors of EMS CPR and First Aid will maintain copies of EMS Safety records for future verification of training as required and requested by EMS Safety, Inc. • Material covered <ul style="list-style-type: none"> ○ CPR and First Aid Certification (day 1) ○ CPR and First Aid T4T (days 2 and 3)