



Foster Parent Pre-Service Refresher Training Plan

Requesting Region or Agency: _____

Individual Pre-Service Trainer: _____

Foster Parent (s) Name: _____

DCS County/Region where Family Resides: _____

Address: _____

Phone Number: _____ E-Mail Address: _____

Date of Initial Pre-Service Training: _____ Date of Home Closure: _____

Date of Pre-Service Refresher Training Completed: _____

Trainer will follow the steps below to refresh homes that have been closed for more than two years on pre-service training components:

1. Conduct an informal verbal assessment to determine an appropriate training plan for the foster family using the guidelines below:
 - a) Deliver Pre-Service Refresher training in the home using the outline established on the following page.
 - b) Confirm the last date that parent completed Medication Administration. If more than two years, parent will be required to attend a Medication Administration Refresher course via live webinar.
 - c) Enroll applicants in CPR/FA if their certification has lapsed.
 - d) Complete Pre-Service Refresher Assessment form (pg. 3) for the family and submit to the Home Study writer for review.

CPR & First Aid Completion Date		Medication Administration Completion Date	
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Foster parents will not be required to attend a TN KEY group. Parents will do one of the following after the refresher is completed:

- a. Receive in-home training on one or more modules as determined by the completed Assessment
- b. Attend a TN KEY module or group if the foster parent elects to attend and/or prefers this option to the in-home training requirement
- c. Proceed with fostering upon approval of home study

Individual TN KEY Trainer Date

DCS Central Office Foster Parent Training Designee Date

DCS Director of Training and Professional Development or Designee Date
(Signature required if exception to protocol)



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Pre-Service Refresher Training Outline

Trainer should review the following concepts with the family during an individual training in the home:

Module from Facilitator Guide	Unit	Content
Informational Meeting	4	<ul style="list-style-type: none"> Discuss requirements for licensing Explain the Home Study process Learn about the Assessment Criteria
Navigating the Child Welfare System	1	<ul style="list-style-type: none"> Review of Characteristics of Successful Foster Parents
	2	<ul style="list-style-type: none"> Review the Foster Care Court Hearings Process Review the CFTM Process and Permanency Plan
	3	<ul style="list-style-type: none"> Define partnership with DCS and birth parents Define shared parenting, roles, and responsibilities Review methods of bridging the gap between birth parents and foster parents
	4	<ul style="list-style-type: none"> Demonstrate the Eco-map activity
	5	<ul style="list-style-type: none"> Review Respite protocol and self-care concepts
Exploring the Impact of Trauma	2	<ul style="list-style-type: none"> Review how the brain is built Review levels of stress Review types of trauma that foster children experience Review DCS definitions of abuse and neglect
	3	<ul style="list-style-type: none"> Describe the research and concepts of Adverse Childhood Experiences (ACE) Review trauma responses: fight, flight, freeze, and check-out
	5	<ul style="list-style-type: none"> Review stages of grief and loss Review what loss looks like to a child
Roadmap to Resilience	2	<ul style="list-style-type: none"> Define resiliency Define attachment Review the Secure Attachment Cycle Review the Infant Neglect Cycle
	3	<ul style="list-style-type: none"> Review the Circle of Security
		<ul style="list-style-type: none"> Review Regulate, Relate and Reason
Rerouting Trauma Behaviors	2	<ul style="list-style-type: none"> Review DCS Discipline Policy Review SIU Frequently Asked Questions Review Policy 16.8 Creating House Rules Information
	3	<ul style="list-style-type: none"> Review Teen Angst vs Teen Adversity Review Easy Ways to Connect Review Rerouting Slides and Underlying Needs
	5	<ul style="list-style-type: none"> Review Responding to Misbehavior Review Correcting Techniques



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Pre-Service Refresher Assessment

Rate each applicant and co-applicant on each statement for the assessment areas below. The assessment information should be used to guide decisions around the ongoing needs of each applicant. Address any scores of 3 in the Concerns Narrative.

Each competency is rated on a scale of 1 to 3:

- 1 -Understood concepts
- 2 -Understood concepts with further explanation
- 3 -Did not understand concepts with further explanation and recommend additional training once home is reopened

Navigating the Child Welfare System	Applicant Score	Co-Applicant Score
The applicant demonstrated knowledge and ability through discussion to work with DCS, legal, and other professionals on the team and abide by policies.		
The applicant demonstrated knowledge and ability through discussion to work with birth parents and families in the foster care system as expected.		
The applicant demonstrated knowledge and ability through discussion of culture (deeper than race or ethnicity) and can discuss how the child's culture will influence behavior. The applicant has an ability to understand how their own culture will affect the child.		
Exploring the Impact of Trauma	Applicant Score	Co-Applicant Score
The applicant demonstrated knowledge and ability through discussion to recognize the effects of trauma on children in the foster care system.		
The applicant demonstrated knowledge and ability through discussion to explain the grief process as well as behaviors that can be associated with the stages of grief.		
The applicant demonstrated knowledge and ability through discussion of survival behaviors and can recognize trauma behaviors associated with them.		
DCS Discipline Policy	Applicant Score	Co-Applicant Score
The applicant demonstrated through discussion knowledge of the DCS Discipline policy.		
The applicant demonstrated correcting and rerouting behaviors techniques.		

Summarize each applicant's understanding of the concepts above.

Applicant participation

Co-applicant participation

Concerns Narrative: Describe any needs for further coaching or training, concerns of the trainer, or red flags indicating the applicant(s) may not be a good fit for foster parenting.

Concerns Narrative

Trainer Signature _____
Supervisor Signature _____

Date _____
Date _____



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