

Agency Name: Spirit of Faith Adoptions
Foster Care Licensing
Preplacement and Continuing Training Programs

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Preplacement and Ongoing Training Program
Organization, Outcomes and Structure

Spirit of Faith Adoptions pre-Adoptive Infant Homes. The following definitions for these programs were obtained from Children Services Definition of Terms.

- Foster Home means a private residence in which children are received apart from their parents, guardian, or legal custodian, by an individual reimbursed for providing non-secure care, supervision, or training twenty-four hours a day. “Foster home” does not include care provided for a child in the home of a person other than the child’s parent, guardian, or legal custodian who is temporarily away. Family foster homes, pre-adoptive infant foster homes, and specialized foster homes are types of foster homes.
 - Pre-Adoptive Infant Foster Home means a foster home for the care of a child who is in the custody of a PCSA or PCPA pursuant to an agreement entered the Revised Code regarding a child who was less than six months of age on

the date the agreement was executed.

The projected outcome for families is to facilitate awareness, understanding, knowledge, application and improved skill level for caring for children in need of out-of-home placement settings.

Spirit of Faith Adoptions is responsible for ensuring the operation of the training program. Spirit of Faith Adoptions will provide training to families through contracted individuals as well as agency staff. Individuals facilitating training to families will have either a Bachelor or Master's Degree from programs related to the training they are facilitating. Spirit of Faith Adoptions is responsible for policy decisions regarding the training program.

Training Notifications

Foster caregivers and other agencies will be notified of training via email, newsletter and SOFA website. Pre-Adoptive Infant Foster Home caregivers will be provided via e-mail monthly training calendars and reminders of upcoming trainings. Those without e-mail are given these calendars via USPS mail or hand delivered.

Individuals who have inquired about becoming foster caregivers will receive a copy of the upcoming preplacement training schedule and how to complete the training requirements. The Training Coordinator will contact those individuals via e-mail and USPS mail based on their request of receiving information. Contact information for the training will be provided and the format of the training being completed (i.e. classroom vs. live synchronous [Zoom]). The Training Coordinator will follow up with the individuals to confirm participation. Handouts and any other documentation for the trainings will be e-mailed to participants and if attending in the classroom will be given copies of this information.

For Continuing Training, the Training Coordinator will send e-mails to the foster caregivers a week before the training to remind of the scheduled training and request RSVP. Those that RSVP their attendance will receive the handouts and Zoom link 1 - 2 days prior to the scheduled training. Shall no RSVP's be received, the training will be canceled and e-mails will be sent to foster caregivers of this information.

Trainers, Scheduling and Location

The selection and evaluation of trainers will come from professional recommendations, Ohio's University Consortium for Child and Adolescent Services (OUCCAS) trained professionals, staff and trainers or educators with a minimum of a Bachelor's Degree or a minimum of 2 years' experience in training or other related topics. Prospective trainers will be asked to send a resume or curriculum vitae and references as a procedure for accepting

applications for training courses. Spirit of Faith Adoptions Training Coordinator will be responsible for selecting the trainers.

The scheduling of training sessions will be based on availability of the trainer; however, preplacement training will be offered minimally four times per year. Spirit of Faith Adoptions will utilize the foster caregivers ITNA and training plans to determine what types of courses should be offered and frequency. Preplacement (four times a year) and Continuing training will be offered four times a year, March, May, September, & November. These schedules fluctuate based on need and attendance. Preplacement and Continuing training are consistent with the rules outlined by the Administrative Code and Spirit of Faith Adoptions policies that are in effect during the required span. Individuals completing preplacement training must complete within 18 months of being recommended for initial certification.

Spirit of Faith Adoptions maintains and documents all training hours and records in the foster caregivers' SACWIS training record. The log indicates the applicable rule number, course title, date, presenter, location and number of hours applied to each individual training program.

Training location will be either held at Spirit of Faith Adoptions office in Sylvania, Ohio or live synchronous [Zoom].

Coalition of Recruiters and Trainers (CORT)

Spirit of Faith Adoptions will not participate in a training coalition, CORT that is composed of other area foster care agencies.

**Preplacement
Pre-Adoptive Infant Home
5101:2-5-33(C)(1)(a)**

Audience

- Pre-Adoptive Infant Foster Home is for potential caregivers who will care for a child who is in the custody of Spirit of Faith Adoptions pursuant to an agreement entered into regarding a child who is less than six (6) months of age on the date the agreement was executed. The goal of Pre-Adoptive Infant Foster Homes are to facilitate awareness, knowledge, and a new skill level for caring for infants 6 months and under.
 - There is a minimum of twelve (12) hours of preplacement training pursuant to of the Administrative Code.
 - Spirit of Faith Adoptions will require Pre-Adoptive Infant Home applicant(s) to complete 12.5 hours of preplacement training.

Course Titles, Description, Learning Objectives, Agenda and Length of Course

- Orientation to Preadoptive Infant Foster Care and Adoption (1 hour)
 - Description:
 - This course, part of the Preservice training series, introduces learners to the child protection system and the homestudy process. The differences between foster care, kinship care and adoption.
 - Learning Objectives:
 - Identify the goals of child protection
 - Explain the difference between foster care, kinship care, and adoption
 - Agenda:
 - Learn Spirit of Faith Policies, Purpose, Services and Structure
 - The Preplacement Training Series
 - The Homestudy
 - Child Protection Goals
 - Foster Care, Kinship Care, and Adoption
 - Demographics of Children in Care

- Caregiver Responsibilities, Rights, Roles & Expectations (1.75 hour)
 - Description:
 - This course, part of the Preplacement training series, helps learners understand their role on the child protection team as defined by state rules and agency policies. This course also provides an overview of the caregiver's responsibilities including advocacy, mandated reporting, supporting the Family Case Plan, partnering with the primary family, and meeting the child's needs
 - Learning Objectives:
 - Identify the primary members of the child protection team and their roles
 - Describe caregivers responsibilities, rights, roles & expectations which include but not limited to, parenting a youth in out-of-home care; creating a stable, nurturing and safe home environment
 - Agenda:
 - The Team
 - Describe your responsibilities to:
 - The agency
 - The child
 - The primary family
 - Yourself

- Basics of Placement (.25 hour)
 - Description:
 - This course, part of the Preplacement training series, helps learners understand how children come into care and are matched with the family. Laws influencing matching decisions are discussed, including MEPA, ICWA, Title VI. Learners will understand the importance of making an informed decision about the placement and how to create an environment in which the child feels safe.
 - Learning Objectives:
 - Summarize the life of a case from referral to placement
 - Describe the matching process

- Explain what an informed decision is when considering placement
 - Describe the strategies you can use to help create a sense of safety
 - Describe the agency's involvement post-placement
- Agenda:
 - A Child's Path to Needing Care
 - Matching
 - Informed Decision
 - Receiving Placement
 - Agency Involvement
- Trauma Overview (1.25 hours)
 - Description:
 - This course, part of the Preplacement training series, defines trauma and explores how trauma influences brain architecture, development, and the ability to attach. Learners will consider how trauma may impact not just the child, but others on the child protection team. Learners will think about how their trauma histories may impact how they will provide care.
 - Learning Objectives:
 - Define trauma and toxic stress
 - Describe how the brain adapts based on experience
 - Describe how trauma impacts attachment and development
 - Agenda:
 - Trauma Defined
 - Toxic Stress
 - Trauma and the Brain
 - Impact on Development and Attachment
 - Acknowledging Your Trauma

- Infant and Child Development (2 hour)
 - Description:
 - This course, part of the Preservice training series, discusses how to find and apply good child development information. It introduces the importance of providing positive childhood experiences and supporting nurturing relationships. Learners are made aware of the concept of normalcy and how to apply the reasonable and prudent parent standard.
 - Learning Objectives:
 - Explain the importance of making caregiving decisions based on the child's development
 - Find reputable child development information on the internet
 - Identify ways to provide positive childhood experiences
 - Agenda:
 - Finding and Applying Good Child Development Information
 - Positive Childhood Experiences and Relationships
 - Safe, Equitable, and Stable Environment
 - Social and Civic Engagement for Belonging and Connectedness
 - Opportunities for Social and Emotional Growth
 - Explain the substance of infant safe sleep as found at infantsafesleep.org
 - Explain transportation requirements for infants and children in compliance with Ohio Car Seat Laws and 5101:2-7-15
- Medication Management (30 minutes)
 - Description:
 - This course, part of the Preplacement training series, discusses the caregiver's role in medication management and advocacy. The five "rights" of medication administration are introduced, and medication-related rules are reviewed.
 - Learning Objectives:

- Can properly manage the child's medication
 - Can support the child's rights regarding medication
- Agenda:
 - Introduction
 - Administration
 - Agency Policy
 - Supporting Children's Rights
- Diversity Foundations (.75 hour)
 - Description:
 - This course, part of the Preplacement training series, introduces the concepts of diversity competence and cultural humility, disproportionality, and disparity. Learners will consider how equity and inclusion efforts can mitigate disparity and disproportionality. Learners will also explore their own implicit bias and think about how they can confront their bias. Strategies for creating an inclusive and equitable home will be discussed.
 - Learning Objectives:
 - Describe humility and competence as they relate to diversity
 - Discuss the issues of disproportionality and disparity within the child protection system
 - Describe how implicit bias can impact how you interact with others
 - Identify strategies to provide an inclusive and equitable home
 - Agenda

Diversity, Culture, Competence, and Humility

 - Disproportionality and Disparity
 - Combating Implicit Bias
 - Creating an inclusive and equitable home
- Partnering with the Primary Family (Openness) (1 hour)
 - Description:
 - This course, part of the Preplacement training series, helps learners

understand their need to partner with the primary family for the child's benefit. The importance of empathy is explored, and learners consider child protection from the perspective of the primary family. Learners will hear about the value of parenting from those with lived experience.

- Learning Objectives:
 - Describe the benefits of partnering with the primary parent
 - Identify strategies to effectively partner
- Agenda:
 - Building Empathy
 - Partnering
- American Red Cross Adult & Pediatric First Aid/CPR/AED (3 hours)
 - Adult & Pediatric CPR and AED
 - Explain what to do if the chest does not rise with breaths
 - Understand the importance of CPR with breaths – and if unable or unwilling, the role of compression-only CPR
 - Understand the value of using an AED along with CPR
 - Identify precautions to take when using AED
 - Choking
 - Recognize when a responsive adult, child or infant is choking
 - Sudden Illness
 - Recognize a sudden illness
 - Describe general care for common illnesses
 - Describe how to assist an adult, child, or infant with medication
 - Life-Threatening Bleeding
 - Recognize life-threatening bleeding
 - Demonstrate how to control life-threatening bleeding using direct pressure and apply a bandage when the bleeding stops
 - Explain how to control life-threatening bleeding using a manufactured tourniquet
 - Injuries and Environmental Emergencies

- Recognize and respond to common injuries, including burns and head, neck and spinal injuries
 - Recognize and respond to environmental injuries, including heat stroke, hypothermia and poison exposures
- DCY & Spirit of Faith Adoptions Policies (1 hour)
 - Description:
 - This course will provide learners the rules outlined by ODJFS for pre-adoptive infant, family and specialized/therapeutic foster homes.
 - Learning Objectives:
 - Can properly gain knowledge of Rules and Policies as outlined by DCY and Spirit of Faith Adoptions.

- Agenda:
 - ODJFS 5101:2-5; 5101:2-7
 - JFS Forms required for initial certification
 - Additional rules and forms related to requirements of caregivers.

Preplacement Rule Topic Requirements – Pre-Adoptive Infant Foster Homes

Spirit of Faith Adoptions will utilize the Preplacement curriculum developed by Spirit of Faith Adoptions. In accordance with Spirit of Faith Adoptions policies and the Administrative Code, the preplacement training program for Pre-Adoptive Infant Foster Home is listed below:

Rule Topics required for preplacement training for Pre-Adoptive Infant Homes:

- i. Rights, roles, responsibilities and expectations of foster caregivers and adoptive parents.
- ii. The recommending agency’s structure, purpose, policies and services regarding foster caregivers and adoptive parents.
- iii. The Ohio Department of Children and Youth requirements for certifying pre-adoptive infant foster homes.
- iv. Infant care.
- v. Early childhood development.
- vi. Cultural issues in placement, including cultural diversity training.
- vii. The reasonable and prudent parent standard as described in division (C) of section 5103.162 of the Revised Code.
- viii. A first aid and a child and adult cardiopulmonary resuscitation (CPR) training program such as those training programs equivalent.
- ix. Medication administration.
- x. Procedures for reporting suspected child abuse or neglect pursuant to section 2151.421 of the Revised Code.

Pre-Adoptive Infant Foster Home

Course Title related to Rule Topic, Hours and Trainer Qualifications

Rule Topic:	Rights, roles, responsibilities, and expectations of foster caregivers and adoptive parents.
Audience:	Pre-Adoptive Infant
Course Title(s):	Caregiver Responsibilities, Rights, Roles and Expectations ODJFS Rules & Spirit of Faith Adoptions Policies

Training Hours: 1.5
Trainer Qualifications: The trainer will have knowledge, skills, and experiences in the topic areas.

Rule Topic: The recommending agency's structure, purpose, policies, and services regarding foster caregivers and adoptive parents.

Audience: Pre-Adoptive Infant

Course Title(s): Orientation to Foster Care, Kinship Care and Adoption
ODJFS Rules & Spirit of Faith Adoptions Policies

Training Hours: 1

Trainer Qualifications: The trainer will have knowledge, skills, and experiences in the topic areas.

Rule Topic: The Ohio department of job and family services (ODJFS) requirements for certifying pre-adoptive infant foster homes.

Audience: Pre-Adoptive Infant

Course Title(s): ODJFS Rules & Spirit of Faith Adoptions Policies

Training Hours: 1

Trainer Qualifications: The trainer will have knowledge, skills, and experiences in the topic areas.

Rule Topic: Infant Care

Audience: Pre-Adoptive Infant Foster Home

Course Title(s): Infant and Child Development

Training Hours: 2

Trainer Qualifications: The trainer will have knowledge, skills, and experiences in the topic areas.

Rule Topic: Early childhood development

Audience: Pre-Adoptive Infant Foster Home

Course Title(s): Infant and Child Development

Trauma Overview

The Impact of Trauma on Children in Care

Training Hours: 1 hour 15 minutes

Trainer Qualifications: The trainer will have knowledge, skills, and experiences in the topic areas.

Rule Topic: Cultural issues in placement, including cultural diversity training
Audience: Pre-Adoptive Infant Foster Home
Course Title(s): Basics of Placement
Diversity Foundations
Training Hours: 1
Trainer Qualifications: The trainer will have knowledge, skills, and experiences in the topic areas.

Rule Topic: The reasonable and prudent parent standard as described in division (C) of section 5103.162 of the Revised Code.
Audience: Pre-Adoptive Infant
Course Title(s): Infant and Child Development
ODJFS Rules & Spirit of Faith Adoptions Policies
Training Hours: 30 minutes
Trainer Qualifications: The trainer will have knowledge, skills, and experiences in the topic areas.

Rule Topic: A first aid, child, and adult cardiopulmonary (CPR) training program such as those training programs offered by the American Red Cross, the American Heart Association, or the equivalent.
Audience: Pre-Adoptive Infant
Course Title(s): American Red Cross Adult & Pediatric First Aid/CPR/AED
Training Hours: 3
Trainer Qualifications: The trainer will have an instructor's certificate to facilitate CPR/First Aid.

Rule Topic: Medication Administration
Audience: Pre-Adoptive Infant
Course Title(s): Medication Management
Training Hours: 30 minutes
Trainer Qualifications: The trainer will have knowledge, skills, and experiences in the topic areas.

Rule Topic: Procedures for reporting suspected child abuse or neglect pursuant to section 2151.421 of the Revised Code.
Audience: Pre-Adoptive Infant
Course Title(s): Caregiver Responsibilities, Rights, Roles & Expectations
Training Hours: 45 minutes
Trainer Qualifications: The trainer will have knowledge, skills, and experiences in the topic areas.

**Continuing Training
Pre-Adoptive Infant Home
5101:2-5-33(C)(1)(b)**

Pre-Adoptive Infant Foster Home Caregivers will be required to complete the following courses each certification period. There are no required continuing training rule topics specified by the Administrative Code for pre-adoptive infant foster home caregivers. Families will have the discretion to complete trainings of their interest, with exception if identified on their Individual Training Needs Assessment.

- Pre-Adoptive Infant Foster Home Caregivers shall complete a minimum of twenty-four (24) hours of continuing training during each certification period.

The specific courses below will be required each certification period:

Course Title(s): American Red Cross Adult & Pediatric First Aid/CPR/AED
Description: Caregivers are not required to be certified in CPR/First Aid, however, caregivers will complete the course every two years as completed if they were being certified.
Training Hours: 3
Trainer Qualifications: The trainer will have an instructor certificate to facilitate CPR/First Aid.

**Teaching and Mentoring
5101:2-5-33(D) (E)**

Teaching

A foster caregiver may complete up to twenty percent (20%) of their continuing training requirement by teaching one or more training classes to other foster caregivers. To qualify for teaching a foster caregiver shall:

1. Have at least two years' experience as a licensed foster caregiver.
2. Have had at least two child placements in their foster home.
3. Be a currently certified foster home.
4. Not be under a corrective action plan by a recommending agency.
5. Not be under investigation for a violation of state statute or rule by a recommending agency or ODJFS.

Mentoring

A foster caregiver may complete up to twenty percent (20%) of their continuing training requirement by providing mentoring services to other foster caregivers. To qualify for mentoring a foster caregiver:

1. Have at least two years' experience as a licensed foster caregiver.
2. Have had at least two child placements in their foster home.
3. Be a currently certified foster home.
4. Not be under a corrective action plan by a recommending agency.
5. Not be under investigation for a violation of state statute or rule by a recommending agency or ODJFS.

Mentoring services means, at minimum:

1. Assisting foster caregivers with information that will encourage communication between the new foster caregivers and agencies.
2. Offering foster caregivers possible solutions to problems that may occur while caring for a child in placement.
3. Assisting and guiding recently certified foster caregivers in day-to-day activities while caring for a child in placement.
4. Offering to assist foster caregivers in utilizing resources within their community.
5. Encouraging recently certified foster caregivers to attend training sessions in order to maintain their current certification.

**Continuing Training for Pre-Adoptive Infant Foster Home
Outside of the Classroom & Verification of Completion
5101:2-5-33(F)**

Video presentations and training completed outside of the classroom shall be accepted under the following conditions:

1. Video presentations may be used as a tool to meet continuing foster caregiver training requirements if any of the following requirements are met:
 - a. A qualified trainer is present during the training session to respond to questions.
 - b. The video presentation is part of a self-directed learning program approved by ODJFS.
 - c. ODJFS has approved the video presentation as part of an agency's training proposal as set forth in rule 5101:2-5-40 of the Administrative Code.
2. Video presentations prepared for entertainment purposes shall not be considered as meeting training requirements unless transfer of learning components are included prior to or following the video presentation. Transfer of learning components may include a pretest, a posttest, or a discussion following the video presentation. Video presentations prepared for entertainment purposes shall not be used for preplacement training or to meet more than one-fourth (1/4) of a foster caregiver's continuing training requirements.
3. The acceptance of training that is completed outside a classroom where a trainer is not present, shall be considered by the recommending agency on an individual basis and shall not be used for more than one-half of a foster caregivers continuing training requirements. To be accepted by a recommending agency to meet a foster caregivers continuing training requirements, the training must include a transfer of learning component prior to or following the training. Such training shall consist with the recommending agency's written needs assessment and continuing training plan developed for the foster caregiver pursuant to paragraph (G) of this rule. Spirit of Faith Adoptions foster caregivers can utilize training outside of the classroom as specified, as it is included in the agency's training proposal.
 - a. Training completed outside a classroom may include training offered through the following methods:
 - i. Video presentations
 - ii. Books or magazines
 - iii. Computer programs
 - iv. Internet sites
 - v. Interactive video presentations
 - b. Transfer of learning components may include the following:
 - i. A pretest

- ii. A posttest
 - iii. A discussion following the training
- 4. Continuing training where a foster caregiver is teaching one or more training classes to other foster caregivers or providing mentoring services to other foster caregivers may be used in combination with training completed outside of the classroom to meet no more than one-fourth (1/4) of the foster caregivers continuing training requirements.
- 5. Live synchronous distance learning, where the trainer or facilitator is available real time to deliver the training, may be used to meet all of preplacement and continuing training.
- 6. Pursuant to rule 5101:2-5-35 of the Administrative Code, neither a foster caregiver training stipend nor an agency training allowance payments shall be made for training completed outside a classroom where a person in the role of a trainer is not present.
- 7. Continuing training hours obtained by a foster caregiver by teaching one or more training classes to other foster caregivers are eligible for stipend and training allowance reimbursement in the amount of hours as specified in the foster caregiver's written needs assessment and continuing training plan. Any continuing training hours obtained by a foster caregiver by teaching one or more training classes to other foster caregivers in excess of the specified amount in the written needs assessment and continuing training plan shall not be reimbursable.

Individual Training Needs Assessment & Continuing Training Plan 5101:2-5-33(G) (H)

Not later than the first thirty (30) days of a foster caregiver's certification period, Spirit of Faith Adoptions will develop an Individual Training Needs Assessment (ITNA), which includes a continuing training plan.

The format of the ITNA and continuing training plan is based on the ITNA developed by the Institute of Human Services (IHS) for the Ohio Child Welfare Training Program (OCWTP) – May 2017. Spirit of Faith Adoptions has amended this to reflect current changes in the training curriculum effective 01/01/2025.

- There are two ITNA's – ITNA for New Caregivers and ITNA for Caregivers.
 - The ITNA for New Caregivers will assess their level of understanding from the information that they learned from preplacement training.
 - The ITNA for Caregivers will be used by caregivers after their initial certification period. The continuing training plan will identify the trainings required by Spirit of Faith Adoptions as well as any other identified training needs based on assessing of the family.

Each ITNA and continuing training plan satisfies all of the following requirements:

1. Be effective for the two-year period of the foster caregiver's certificate is in effect.
2. Be appropriate for the type of foster home the foster caregiver operates, the type of children typically placed in the home and include as appropriate training for the caregiver that relates to providing independent living services, as defined in section 2151.81 of the Revised Code, to a child placed in division (B)(2) of section 2151.353 of the Revised Code.
3. Require the foster caregiver to successfully complete the courses the agency considers appropriate;
4. Include criteria the agency is to use to determine whether the foster caregiver has successfully completed the courses.
5. Guarantee that the courses for the foster caregiver is required to complete are available to the foster caregiver at reasonable times and places.
6. Specify the number of hours of continuing training, if any, the foster caregiver may complete by teaching one or more training classes to other foster caregivers or by providing mentoring services to other foster caregiver as referenced in this rule.
7. For a family foster caregiver or a specialized foster caregiver, specify whether the agency will waive any of the hours of continuing training the foster caregiver is required by paragraph (C) of this rule to complete during each certification period if the foster caregiver satisfies the conditions for the agency to issue a waiver. If the agency will issue a waiver, the agency shall state in the ITNA and continuing training plan the number of hours of continuing training, not to exceed eight (8) during each certification period, which the agency will waive.

For purposes of determining whether a foster caregiver has satisfied the requirements of paragraph (C) of this rule, Spirit of Faith Adoptions will accept training for foster caregivers obtained from a regional training center of the OCWTP or an approved preplacement training program or continuing training program operated by a PCPA or PNA under rule 5101:2-5-40 of the Administrative Code regardless of whether the recommending agency may require that the applicant or foster caregiver successfully completed additional training as a condition of certification or recertification. A recommending agency may accept up to fifteen (15) hours of continuing training without prior approval from ODJFS if both of the following are met:

1. The training is from a program that provides a training course or courses outlined in the foster parent's continuing training plan.
2. The program is agreed upon by both the recommending agency and the foster parent.

Assessment of Foster Caregiver Training Needs

Spirit of Faith Adoptions utilizes various methods to assess a Foster Caregiver's training needs. These methods consist of the Annual Review, the Assessment for Child Placement Update (JFS 01385) and the ITNA. All of these assessments are completed with the foster caregivers and Licensing Specialist/Assessor. These assessments provide foster caregivers the opportunity to highlight areas of competency and identify areas that need to strengthen. Any identified needs will be documented on the caregivers ITNA Continuing Training Plan.

- Assessment for Child Placement Update (JFS 01385)
 - With the Notification of Expiration and Reapplication for a Foster Home Certificate or Adoption Homestudy approval (JFS 01331), a copy of the foster caregivers completed trainings and hours, and those trainings and hours still needed.
 - Shall the foster caregiver decide to continue with their certification and/or approval, the Licensing Specialist will meet with the caregivers to discuss the foster caregiver's assessment of request for additional training needs.
 - In addition to assessing the foster caregiver's needs through the Assessment for Child Placement Update, caregivers will be asked to complete Foster Caregivers Assessment of Agency and Foster Parent Survey. Both of these request feedback regarding supportive services, effectiveness of training and the training program. The documents will ask for any additional information they would like to see in the training program including any topics of interest. This information is also addressed between the Licensing Specialist/Assessor and the family at time of recertification.
- ITNA
 - Foster caregivers and Licensing Specialist/Assessor will review training topics and identify if there is need for any additional training needs there may be to strengthen their caregiving skills.
 - Spirit of Faith Adoptions requires training to be completed and will be documented on the caregivers continuing training plan.

At the completion of trainings held by Spirit of Faith Adoptions foster caregivers will be asked to identify three concepts/skills they learned during the training. The evaluation rates the trainers' knowledge of content, presentation of content and responsiveness to the class. In addition to identifying three concepts/skills, caregivers will also be asked how they will use the information from the training in working with children.

SACWIS Training Record
5101:2-5-33(I)

At completion of a foster caregivers training, the Training Coordinator will enter these trainings in SACWIS. The entry will reflect the session name, instructor name, session date, delivery method, location, state and end times, actual hours and training competencies. If there are caregivers participating in the training that are not licensed with Spirit of Faith Adoptions the Training Coordinator will forward their completion to their recommending/licensing agency.

Waivers
5101:2-5-33(J) (L)

At the beginning of a foster caregiver's second certification period or a subsequent certification period, a recommending agency may include within the foster caregiver's written needs assessment and continuing training plan, a waiver up to eight (8) hours of continuing training that foster caregiver holding a certificate for a family foster home or specialized foster home is otherwise required by paragraph (C) of this rule to complete during the certification period, if all of the following apply:

1. The foster caregiver has had or maintained a foster home certificate for at least two (2) years.
2. The foster caregiver has provided care for a foster child for at least ninety (90) days of the twelve (12) months preceding the date the agency issues the waiver.
3. The foster caregiver has not violated any statute or rule-governing certification of foster homes during the twelve (12) months preceding the date the agency issues the waiver.
4. The foster caregiver has complied in full with the ITNA and continuing training plan developed for the foster caregiver under paragraph (G) of this rule for preceding certification period.

A foster caregiver to whom either paragraph (L)(1) or (L)(2) of this rule applies shall be given an additional amount of time within which to complete the continuing training required under this rule, as applicable to the type of foster home the caregiver is certified to operate. The additional time shall be one month for each month the caregiver was on active duty. Any required training that is not met at the end of a foster caregiver's certification period applying the preceding sentence shall be waived by the agency. When a waiver of training is approved by the agency under this paragraph, the required training for the next certification period shall be the same as for any other caregiver operating a foster home of the type for which the foster caregiver is certified. The agency shall document any such

extension of time in the foster caregiver's record.

1. The foster caregiver has served in active duty outside Ohio with a branch of the armed forces of the United States for more than thirty (30) days in the preceding two-year period.
2. The foster caregiver has served in active duty as a member of the Ohio organized militia, as defined in section 5923.01 of the Revised Code, which includes the Ohio National Guard, the Ohio Naval Militia and the Ohio Military Reserve, for more than thirty (30) days in the preceding two-year period and the active duty relates to either an emergency in or outside of Ohio or to military duty in or outside of Ohio.

Administrator Approval of Training Plan

Spirit of Faith Adoptions, has approved the preplacement and continuing training program proposal pursuant to 5101:2-5-40 of the Administrative Code.

Signature and Credentials of Administrative Director

Date
