



# Continued Parent Development

# Continued Parent Development (CPD) Requirements (Policy 14.9)

- Actively support each caregiver's involvement in continuing education activities that enable them to develop competencies and skills
- Ensure CPD is relevant to the characteristics of children being placed in the home
- Verify that all approved foster caregivers obtain a minimum of 15 hours of CPD each calendar year (hours are prorated for caregivers approved after March 31<sup>st</sup> of the current calendar year)
- Assign a policy violation and develop a corrective action plan (CAP) with caregivers who have not received the required hours of CPD by December 31<sup>st</sup> of the calendar year
- Verify that caregivers maintain current certificate of CPR and First Aid throughout the approval period of their foster home.



# Continued Parent Development (CPD) Requirements (Policy 14.9)

At least five (5) of the required hours must be obtained via in-person (one-on-one or group) interaction.

**NOTE:** There are special accommodations since COVID. Caregivers must have five (5) hours of training via zoom, teams, or any other virtual face-to-face training.

A maximum of three (3) hours of the annual training requirement can account for personal growth and development activities (e.g. counseling, support groups, stress management, nutrition).

DIVISION OF FAMILY & CHILDREN SERVICES

Approval Date	Start of Training (90 days)	Hours Due by Dec 31 <sup>st</sup>
January	March	15 hours
February	April	15 hours
March	May	15 hours
April	June	9 hours
May	July	9 hours
June	August	9 hours
July	September	6 hours
August	October	6 hours
September	November	3 hours
October	December	3 hours
November	January	15 hours *
December	February	15 hours *

\*By December 31<sup>st</sup> of the following year of approval\*

**NOTE:** *As of October 2022, caregivers now have 90 DAYS to start training after approval*



## Best Practices

- Inform caregivers of the CPD requirements, including ensuring CPD is relevant to the characteristics of children placed in the home.
- Work with each caregiver during the initial family evaluation and re-evaluation process to identify their individual CPD needs.
- Routinely consult with permanency CM regarding areas in which caregivers may benefit from CPD.
- Discuss with caregivers any barriers to completion of the CPD requirement.
- Verify that each caregiver's CPR and FA certification is valid throughout the approval period



# Approved options for obtaining CPD

- Group training sessions sponsored by the local or state Adoption and Foster Parent Association of Georgia (AFPAG), DFCS or other credentialed party
- Certain pre-approved classes or courses at local community agencies and institutions
- Approved Conferences and mini-conferences related to foster parent issues
- One-on-one training provided by a credentialed trainer, educator, therapist, or CCFA provider.
- Live webinars or recorded webinars with a test component
- Online training at the State and National FPA recommended website or other similar county-approved website (**NOTE:** A certificate and post-test must be provided)
- Participation in CCFA Multi-Disciplinary Team Meetings (maximum of five (5) hours allowed per year)
- Participation in individual session of IMPACT

# Areas identified as being appropriate CPD

- CPR/FA
- Child Safety Issues
- Caring for medically fragile children
- Managing specific behaviors (bedwetting, hoarding, etc.)
- Helping children learn appropriate behaviors
- Helping children achieve permanency and independence
- Gender-specific issues
- Specific child development issues (toilet training toddlers)
- Helping children develop self-esteem
- Promoting cultural identity
- Attachment disorder
- Personality disorder
- Parenting the gifted child
- Parent the developmentally disabled child
- Parenting the child who has been drug exposed
- Parenting children with ADHD
- Understanding and implementing agency policies





## DOES IMPACT TRAINING COUNT AS CPD?

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- IMPACT training **CAN** count as CPD hours **ONLY** if the content (i.e. module) being presented benefits the foster parent and child. For example, if a foster parent needs a refresher on appropriate methods to managing behavior, then the caregiver should sit in on the Behavioral Management module of IMPACT and can receive CPD hours.

# Corrective Action Plan (CAP)

- A corrective action plan shall be used as a rehabilitative measure to address policy violations when appropriate.
- According to Policy 14.22 lack of required continued development parenting is considered a low-risk policy violation.
- If caregiver(s) fail to complete the required DFCS policy of 15 hours of training a CAP must be given.
- Homes can not be approved in SHINES without a CAP



**Corrective Action Plan**

**ABC Foster Care Services**

**Foster Home:** Banks, [Phillip](#) or Vivian

**GA SCORE Foster Home ID:** 55555

**Date:** January 1, 2023

**I. Name and DOB of Foster Children in the home**

<u>Child's Name</u>	<u>DOB</u>
Will Smith	5/5/2015
Hilary Banks	7/15/2010
Carlton Banks	6/4/2012
Ashley Banks	4/23/2016

**II. Reason and Purpose for Corrective Action Plan:**

Mr. and Mrs. Banks failed to complete their required training hours. For 2022. Both caregivers indicated that they didn't know they needed training and wasn't given much information about how they can obtain training. The purpose of this corrective action plan (CAP) is to ensure that Mr. and Mrs. Banks complete their required training hours for 2022.

**III. Plan for completion of training:**

- Weekly reminders (via texts, emails, and phone calls) will be sent to the Banks family regarding training hours needed. Reminder will be sent by the Resource Development/Licensing Specialist and/or Designee.
- Mr. and Mrs. Banks will have a minimum of three (3) hours completed by the end of each week.
- Every Friday by 5:00PM, Mr. and Mrs. Banks will send training certificates and/or proof of attendance to Resource Development/Licensing Specialist and/or Designee.
- ABC Foster Care Services will consult with Georgia Center for Resources and Support and the Division of Family and Children Services about the Banks family and ask for additional assistance with making sure they meet their training requirements.

**IV. Dates of Completion:**

- Mr. and M. Banks will have all fifth teen (15) of their 2022 Continued Development training completed by January 30, 2023.
- Mr. and Mrs. Banks will have a minimum of twelve (12) hours completed by January 22, 2023.
- Mr. and Mrs. Banks will submit final training certificate to ABC Foster Care Services by January 29, 2023.
- ABC Foster Care Services will reach out to Mr. and Mrs. Banks every week (January 1, 8, 15 and 29) until all of their training hours are complete.
- Mr. and Mrs. Banks will attend the local DFCS FPA meeting held on January 23, 2023 for an additional two (2) hours of training.
- Mr. and Mrs. Banks will have their updated CPR and First Aid Training completed by January 19, 2023.

V.

CAP Effective:

Mr. and Mrs. Banks Corrective Action Plan (CAP) will be effective starting December 30, 2022 to January 30, 2023. If Mr. and Mrs. Banks fail to have training completed by January 30, 2023, ABC Foster Care Services will have a meeting with both caregivers to discuss next steps.

Signatures and Dates:



Primary Caregiver      1/26/2023



Secondary Caregiver      1/26/2023



Director/Designee      1/26/2023

# Training Resources

- Georgia Center for Resources and Support
- <https://gacrs.org/home>
- Foster Georgia
- <http://fostergeorgia.com/on-going-training/>
- Local Foster Parent Association Meetings
- Multi Agency Alliance for Children (MAAC)
- <https://www.maac4kids.org/>
- Foster Parent College (\$)
- <https://www.fosterparentcollege.com/>



Link to CPD  
and  
CAP/Policy  
Violation  
Policy

- Continued Development Policy 14.9
- Policy Violation Policy 14.22
- <https://odis.dhs.ga.gov/General>



