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|  | DIVISION OF FAMILY AND CHILDREN SERVICES CHILD WELFARE POLICY MANUAL | | | |
| | Chapter: | (14) Resource Development | Effective Date: | |
| | Policy Title: | Continued Parent Development (CPD) | Previous Policy #: | 1014.28 1014.29 |
| | Policy Number: | 14.9 | | |

CODES/REFERENCES

REQUIREMENTS

The Division of Family and Children Services (DFCS) shall ensure all families approved to provide foster care obtain a minimum of fifteen (15) hours of Continued Parent Development (CPD) each year. No more than five (5) of the required hours may be obtained via online training and no more than five (5) hours may be obtained via webinars. CPD must be relevant to the type of children being placed in the home.

DFCS shall issue a policy violation to caregivers who have not received fifteen (15) hours of CPD by December 31st each year.

1. A Corrective Action Plan (CAP) must be developed to include a discussion of the barriers to completion, and an action plan to assist the caregiver with obtaining required training hours.
2. A sixty (60) calendar day grace may be given to foster homes out of compliance with training on December 31st.
3. If the caregiver has not received the required training within thirty (30) calendar days, a transition plan must be developed for the children placed in the home to move to another placement.
4. If the caregiver has not received the required training by the 60th calendar day, a second policy violation will be issued, and the home will be closed unless a waiver is provided by the Foster Care Services Director’s Office for the home to remain open.

DFCS shall require all applicants to be certified in Red Cross CPR and First Aid **prior to approval** as a caregiver. Certification must be kept current and checked at each Family Re-evaluation.

DFCS shall require each approved caregiver to initiate CPD within sixty (60) calendar days of initial approval.

PROCEDURES

The Resource Development (RD) Case Manager will:

1. Work with each family during the family evaluation process to identify their individual needs in relation to good practice in child welfare.
2. Immediately following a family’s approval, support the family’s involvement in continuing education activities that enable them to develop competencies and skills needed to be successful in meeting the needs of children in foster care.

3. Explain to families that certain personal growth and development activities (e.g. counseling, support groups, stress management, nutrition, etc.) may only account for three (3) hours of the annual training requirement.
4. Develop a CAP with any caregiver who is out of compliance with the CPD requirement, and assist them in reaching compliance within the establish timeframe.

The DFCS County Director/designee will:

1. Ensure all active families have met the annual CPD requirement prior to annual re-approval.
2. Ensure all active families have met the annual CPD requirement prior to placement of any additional children in their home.

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| PRACTICE GUIDANCE |
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Continued Parent Development (CPD) may be provided by DFCS staff, licensed, certified, credentialed, or other qualified professionals. The County department must consistently track and monitor where each family is in regard to completion of continuing education training hours. It is important to ensure that each family is receiving training throughout the year to avoid situations where families do not have adequate time to meet the minimum CPD requirement by the end of the year. Some areas identified as being appropriate for CPD include, but are not limited to, the following:

- a. CPR and First Aid (Required prior to approval)
- b. Child Safety Issues
- c. Caring for medically fragile children
- d. Managing specific behaviors (e.g. bedwetting, hoarding, etc.)
- e. Helping children learn appropriate behaviors
- f. Helping children achieve permanency and independence
- g. Gender specific issues
- h. Specific child development issues (e.g. toilet training toddlers)
- i. Helping children develop self-esteem
- j. Cultural awareness and sensitivity
- k. Promoting cultural identity
- l. Attachment disorders
- m. Personality disorders
- n. Parenting the gifted child
- o. Parenting the developmentally disabled child
- p. Parenting the child who has been drug exposed
- q. Parenting the child with Attention Deficit Hyperactivity Disorder (ADHD)
- r. Understanding and implementing agency policies
- s. Conflict resolution (e.g. agency, birth parents, etc.)
- t. Working with birth families and nurturing connections
- u. Working with the school system
- v. Managing the impact of fostering
- w. Personal growth and development

Each DFCS County/Region Office is responsible for making ongoing training activities available for its foster families. CPD hours **may not** be obtained through in-home video viewing, reading books, articles, or other literature. Below are some approved options for

obtaining CPD:

1. Group training sessions sponsored by the local or state Adoption and Foster Parent Association of Georgia (AFPAG), DFCS, or other credentialed party
2. Certain pre-approved classes or courses at local community agencies and institutions
3. Approved conferences and mini-conferences related to foster parent issues, competencies, and practices
4. One-on-one training provided by a credentialed trainer, educator, therapist, or CCFA provider
5. Video training followed with a discussion led by a credentialed person
6. Online training at the State and National Foster Parent Association recommended website www.fosterparents.com or other similar county approved website (Note: A certificate and post-test must be provided and payment is reimbursable with proof of payment)
7. Attendance at local Foster Parent Association meetings which focus on topics relevant to foster parenting practices and competencies and/or the needs of children
8. Participation in CCFA Multi-Disciplinary Team Meetings (maximum of 5 hours allowed per year)
9. Participation in individual sessions of the IMPACT FCP program

Newly approved families are required to begin CPD within sixty (60) days of their approval date. Based upon the month of approval, a prorated number of hours are required. As families are approved throughout the year, the following prorated chart applies:

| Approval Date | Start of Training (60 days from Approval Date) | Hours Due by December 31st |
|----------------------|---|--|
| 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 |

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| August | October | 6 hours |
| September | November | 3 hours |
| October | December | 3 hours |
| November | January | 15 hours * |
| December | February | 15 hours * |

* By December 31st of the following year of approval

FORMS AND TOOLS

DRAFT