



STATE OF GEORGIA


Division of Family and Children Services

Nathan Deal
Governor

Bobby D. Cagle
Director

MEMORANDUM

TO: Regional Caregiver Recruitment and Retention Team Leads, Child Placing Agency Staff, and Foster Home Development Contractors

FROM: Candis L. Jones, LAPC – CRRU Director 

Date: June 7, 2017

RE: IMPACT-FCP Pre-Service Training Schedule for Prospective Caregivers

Purpose

The purpose of this memorandum is to provide guidance regarding the allowed training schedules for the IMPACT Family Centered Practice (FCP) Pre-Service for Prospective Caregivers.

Discussion

IMPACT Family Centered Practice (FCP) is the Pre-service training program prospective caregivers must complete to become approved foster or adoptive parents for children in DFCS custody. The IMPACT FCP curriculum consists of 15 course modules that is ideally offered on days and times that meet the needs of the participating families. Meetings may be held at night, during the day, and/or on weekends. However, the entire course curriculum is **prohibited** from being offered in a one weekend setting.

In an effort to ensure continuity despite the entity providing the training, the attached schedules are the only recommended options for the IMPACT Pre-Service Training Courses offered for prospective caregivers. Variations to the schedules are allowed, however, course cycles cannot be less than the four (4) week option, and the entire course must be completed within ten weeks of inception. Also, the maximum amount of classroom time per day should not exceed four (4) hours.

IMPACT FCP Course Schedule Amendment Requests

Approval for abbreviated IMPACT FCP course cycles less than the four (4) week option can only be granted by the Caregiver Recruitment and Retention Unit Director.

Consideration will be granted on a case-by-case basis for special circumstances only. Such circumstances will be considered for those involving emergency child-centered situations wherein other options cannot be utilized. Abbreviated schedules less than the four (4) week option require participants to engage in classroom time that exceeds the current limit of four (4) hours per day. Therefore, a detailed explanation as to why the other options are not viable, and why the training must be expedited will have to be included in the request.

Such requests must be sent via email to CRRU@dhs.ga.gov with the subject title "IMPACT Course Schedule Amendment Request". The request must include the family name, DFCS County/Region, or name of the Child Placing Agency, explanation of special circumstances, and consideration given to other training options.

Questions or concerns related to this memorandum should be directed to the Caregiver Recruitment and Retention Unit Director Candis Jones at candis.jones@dhs.ga.gov.

Enclosure

cc:

Tammy Reed
Laurence Nelson
Mitzie Smith
Shaun Johnson
Deborah Burrus
Jason Sauls
Corinthia Macklin
Carol Moses

IMPACT Family Centered Practice (FCP) Training Schedule Options

IMPACT FCP must be completed within 10 weeks of initiation. It must be scheduled in the configuration that best meets the needs of the participants and still allows for completion of all hours within 10 weeks. IMPACT FCP sessions must be conducted on days and times that meet the needs of the participants. Meetings may be held at night, during the day, and/or on weekends.

IMPACT modules may also be facilitated singularly (or veteran foster parents invited to attend an existing class) to address specific parenting needs as a component of a Corrective Action Plan (CAP). Veteran caregivers may be required to repeat all or specific sessions of the IMPACT program (e.g., meetings addressing discipline, sexuality, safety issues, etc.).

Below are three training schedule options allowed for IMPACT-FCP. The classes may be offered twice a week for four (4) weeks, on Saturday's only for six (6) weeks, or once a week for ten (10) weeks. *Course cycles cannot be abbreviated less than the Four (4) week option without approval from the Caregiver Recruitment and Retention Unit Director. As a matter of good practice, the entire course **cannot** be offered in a one weekend setting.

The maximum amount of classroom time per day is four hours!

**(Such variations will be considered for "special circumstances" only).*

Four Week Option – Classes offered twice per week!		
Class 1	Module 1 and ½ Module 2	(Example: Monday)
Class 2	½ Module 2, Module 3 and 4	(Example: Wednesday)
Class 3	Module 5 and 6	(Example: Monday)
Class 4	Module 7, 8, and 9	(Example: Wednesday)
Class 5	Module 10 and 11	(Example: Monday)
Class 6	Module 12 and 13	(Example: Wednesday)
Class 7	Module 14	(Example: Monday)
Class 8	Module 15	(Example: Wednesday)

Six Week Option – Classes offered on Saturday Only			
Class	Modules Covered	Total Hours	Example Time
Class 1	Modules 1 and 2	4 Hours	(Example: 9:00 – 1:00)
Class 2	Modules 3, 4, 5,	3hrs 45Min	(Example: 9:00 – 12:45)
Class 3	Modules 6, 7, 8, 9	4 Hours	(Example: 9:00 – 1:00)
Class 4	Modules 10, 11	4 Hours	(Example: 9:00 – 1:00)
Class 5	Modules 12 and 13	3hrs 15Min	(Example: 9:00 – 12:15)
Class 6	Modules 14 and 15	4 Hours	(Example: 9:00 – 1:00)

Ten Week Option – Classes Offered Once Per Week		
Class	Modules Covered	Total Hours
Class 1	Module 1	2 Hours
Class 2	Module 2	2 Hours
Class 3	Modules 3 & 4	2 Hours and 15 Minutes
Class 4	Modules 5 & 6	2 Hours and 30 Minutes
Class 5	Modules 7 & 8	2 Hours
Class 6	Modules 9 & 10	3 Hours
Class 7	Module 11	2 Hours
Class 8	Modules 12 & 13	3 Hours and 15 Minutes
Class 9	Module 14	2 Hours
Class 10	Module 15	2 Hours