




MEMORANDUM

TO: Resource Development Team Leads, DFCS County Directors, DFCS Regional Directors, DFCS District Directors, Child Placing Agencies, and Foster Home Development Contractors

FROM: Candis L. Jones, LAPC, CRRU Director 

RE: SAFE Training Dates

DATE: February 15, 2019

Purpose

The purpose of this correspondence is to announce:

1. Identification of Training Participants
2. Post Training Process flow
3. Training Registration Instructions

Discussion

Identification of Training Participants

The Division of Family and Children Services has secured the training dates and locations for the offices, agencies, and contractors selected as pilot participants. These training dates are listed in the chart below. We will not be able to offer any make up sessions outside of the dates provided, therefore it is imperative that staff choose a date that is most conducive to their schedule. There is a limit of 40 participants per training date. All persons identified as a “Reviewer/Approver” must attend the 2-Day Home Study training **and** the Supervisor ½ day training the following day. Those identified as “Assessors” are to attend the 2-Day SAFE Home study training only.

- **Assessor** – staff/personnel responsible for completing Initial Foster/Adoptive Family Evaluations and Annual Re-Evaluations
- **Supervisor** – staff/personnel responsible for the supervision of assessors
- **Reviewer/Approver** – staff/personnel responsible for final approval.

A list of required training participants must be submitted by your agency on the form attached by **February 22, 2018**. Please note that we are not able to accommodate additional personnel beyond those listed for the Region/Agency during this series of dates. Attendees must register for their respective course through the course link in the chart. Child Placing Agencies that also serve as Foster Home Development Contractors will need to ensure staff that cover both areas are registered for training.

Post Training Process Flow

In order to use the SAFE Home Study Model in your area/agency – you must ensure that at least one Assessor, Supervisor, and Reviewer/Approver have completed all the required SAFE Trainings. It is therefore encouraged that DFCS Regions/CPA Agencies ensure their Resource Development staff attend training at or near the same time.

Caregiver Onboarding Process

1. Initial Family Evaluations

Upon completion of training, case managers/assessors are to use the SAFE Home Study Assessment Tools/Templates and revised onboarding forms with Prospective Caregivers who are deemed eligible to begin Pre-Service training and are ready for the Initial Family Evaluation.

- **Note:** Caregivers who have an Initial Family Evaluation in progress will continue with the existing process

2. Foster Home Re-Evaluations

Upon completion of training case managers/assessors will utilize the SAFE Home Study Update tools to complete re-evaluations of existing foster homes beginning the following month.

3. Foster Home Development (FHD) Contractors

SAFE-Trained FHD contractors will continue using the existing Initial Family Evaluation format for all referrals received (and in progress) from the Regions prior to their training date.

Training Registration Instructions

All staff completing, supervising, or reviewing and approving foster/adoptive Initial Family assessments and annual re-evaluations must complete the SAFE 2-Day training. On the registration website, participants must select the “Add” button next to the course for which they desire to register. Reviewers/Approvers will do this for both courses listed on the registration page. It is important that participants choose the dates that are most conducive to their schedule. Assessors are encouraged to consult with their immediate supervisor prior to registering for their selected course.

Email confirmation will be sent upon completion of registration.

Georgia SAFE Home Study Pilot Training Dates/Registration Links

To register click on the link below the date you wish to attend. You will be directed to the Consortium for Children's registration site.

NOTICE!

Staff completing assessments must register for the 2-Day training ONLY!

Reviewers/Approvers must register for both the 2-Day and the Supervisor ½ Day training.

South District Training Dates		
SAFE 2-Day Training (9AM – 4PM each day)	SAFE ½ Day Supervisor Training (9AM – 1PM)	Training Site
March 5-6 Click Here to Register	March 7 Click Here to Register	Bibb County DFCS 456 Oglethorpe St Macon, GA 31202
March 12 – 13 Click Here to Register	March 14 Click Here to Register	NECCO 2516 Dawson Road - Suite H Albany, GA 31707
March 19 – 20 Click Here to Register	March 21 Click Here to Register	Chatham County DFCS 761 Wheaton Street Room 1009B Savannah, GA 31401
April 9 – 10 Click Here to Register	April 11 Click Here to Register	Bibb County DFCS 456 Oglethorpe St Macon, GA 31202
April 16 -17 Click Here to Register	April 18 Click Here to Register	Choices for Life of Georgia, LLC 221 S. Ashley Street Valdosta, GA 31601
April 23 – 24 Click Here to Register	April 25 Click Here to Register	Hillside 690 Courtenay Drive NE Atlanta, GA 30306
See Next Page for Metro/North District Training Dates!!!		

Metro and North District Training Dates

SAFE 2-Day Training (9AM – 4PM each day)	SAFE ½ Day Supervisor Training (9AM – 1PM)	Training Site
April 30 – May 1 Click Here to Register	May 2 Click Here to Register	Uniting Hope 4 Children 1949 Hwy 81 Suite 300, The Chapel Loganville, GA 30052
May 7 – 8 Click Here to Register	May 9 Click Here to Register	Bibb County DFCS 456 Oglethorpe St Macon, GA 31202
May 14 – 15 Click Here to Register	May 16 Click Here to Register	The United Methodist Children’s Home 1967 Lakeside Parkway Suite 400 Tucker, GA 30236
June 4 – 5 Click Here to Register	June 6 Click Here to Register	Families First 80 Joseph E. Lowery Blvd Conference Room A/B Atlanta, GA 30314
June 11 – 12 Click Here to Register	June 13 Click Here to Register	Christian City Crossroads Program 7501 Red Oak Road Union City, GA 30291
June 18 – 19 Click Here to Register	June 20 Click Here to Register	Devereux Specialty Foster Care 1291 Stanley Road NW Kennesaw, GA 30152