



STATE OF HAWAII
DEPARTMENT OF HUMAN SERVICES
Social Services Division
Child Welfare Services Branch
810 Richards Street, Suite 400
Honolulu, Hawaii 96813

January 2013

IMPORTANT NOTICE:

ONGOING TRAINING REQUIREMENT FOR RESOURCE CAREGIVERS

Dear Child Welfare Services (CWS) Resource Caregivers:

Effective January 1, 2013, the Department of Human Services (DHS) will initiate a Mandatory Ongoing Training Requirement for all licensed resource families. After the initial licensing year (H.A.N.A.I. curriculum for licensure), a minimum of six (6) training hours per family will be required annually or 12 hours over a two year licensing period.

All states, including Hawaii, are mandated to establish an Ongoing Training Requirement for Resource Caregivers by the Federal Government to further ensure the safety and support of our children, youth and all of our families. Hawaii's requirement was established through feedback and collaboration with Resource Caregivers and other members of the Child Welfare Community. Here are the details:

DEFINITION OF TRAINING: Training means planned and organized activity designed to impart skills, techniques and methodologies to a resource caregiver or a group to assist: 1) in maintaining the safety, stability and well-being of children in foster care who reside in their home; 2) in embracing and supporting the birth family towards reunification or placement with relatives and maintaining connections with family and culture; and 3) to provide support to the resource family. Training must be relevant to the foster care process; meeting the emotional, cultural, developmental, physical, educational, special needs of the child/youth in their care; supporting, mentoring, engaging the birth family; working as a team; and the impact that fostering has on the resource family; etc. Guidance is provided by DHS-Child Welfare Services (CWS) Licensing Units. Training Requirements are to be in compliance with Federal and State Laws, Hawaii Administrative Rules, and/or DHS-CWS Procedures.

ALTERNATIVE TRAININGS: Alternative Training Methods, as approved by DHS licensing will be allowed in addition to in-person participation at conferences, etc. (e.g., a chart is being developed as a guide, in addition to other discretionary training approved by licensing).

SECONDARY RESOURCE CAREGIVER: If there is a secondary licensed resource caregiver, it is recommended that they also complete some of the training hours.

COMPLETION AWARDS: Dependent upon availability of funds, “completion awards” for newly licensed families and renewal licensures who complete their training requirements are being explored:

* New fully-licensed families in 2013 and going forth can be considered for “completion awards”, dependent upon available funds;

* Resource Families who have renewals due in 2013 can either get a “Bye” for the 6 hours of required training or be considered for the “completion award” for meeting ALL renewal requirements. From 2014, all Resource Families will need to meet all renewal requirements which will include the training requirements and can be considered for “completion awards”, dependent upon available funds.

SPECIFIC MANDATES: DHS Licensing can also mandate specific trainings for specific situations (e.g., needs of child in placement -- age, special needs, etc.)

RECOMMENDED TRAININGS: CPR and First Aid Trainings are highly recommended for all Resource Caregivers.

AVAILABLE TRAININGS: Family Programs Hawai'i provides FREE, ongoing trainings statewide through a DHS contract. Visit familyprogramshawaii.org and other community agencies for possible trainings and resources.

COSTS: Resource Families are to participate in the FREE trainings provided by DHS contracted providers or other contractor/community resources, other approved alternative training methods, OR at their own cost.

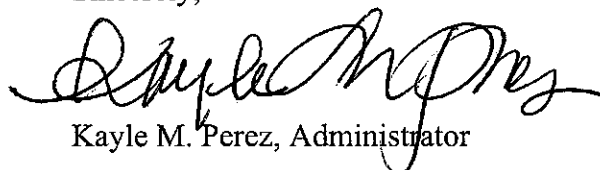
TO CARRY OUT THE REQUIREMENT: Licensing workers will work with resource caregivers throughout each year to assure that they are working on completing their training requirements, as well as all renewal requirements. **Certificates, CWS Training Verification Form, etc., will be required to be turned in to your licensing worker to document your training.**

ANNUAL PERIOD: Annual = per licensure year (vs. calendar year); newly licensed families will begin the requirement from the second year of licensure.

QUESTIONS? Please contact your licensing worker if you have questions. Licensing will have the Chart on Possible Alternatives to In-Person Trainings, etc.

Mahalo for all your aloha and commitment to our children, youth and their families!

Sincerely,



Kayle M. Perez, Administrator