

5101:2-33-56

Education and ~~In~~-in-service training requirements for PCSA supervisors.

(A) ~~A Public~~ public children services agency (PCSA) supervisors, as defined in rule 5101:2-1-01 of the Administrative Code, shall ~~at a minimum~~ complete ~~both~~ all of the following:

(1) ~~A minimum of Sixty~~ sixty hours of supervisory core training offered by the Ohio child welfare training program (OCWTP) ~~in-service training for all newly hired supervisors~~ during the first year of the supervisor's continuous employment with the agency in that position. ~~This can be met by completing sixty hours of the "supervisory core" curriculum offered by the Ohio child welfare training program (OCWTP).~~

(2) Thirty hours of annual in-service training in areas relevant to the supervisor's assigned duties ~~areas relevant to the supervisor's assigned duties~~ after the first year of continuous employment with the agency as a supervisor.

(3) Completion of any remaining supervisory core modules offered by the OCWTP during the second year of continuous employment with the agency.

(4) Twelve hours of domestic violence training during the first two years of continuous employment with the agency. The twelve hours may be in addition to the training required during the supervisor's first year of employment or part of the training required during the second year of employment. Training shall include, at a minimum, the following:

(a) Laws governing domestic violence, including all of the following:

(i) The definition of domestic violence under section 2919.25 of the Revised Code.

(ii) Mandates of courts, law enforcement and health care professionals.

(iii) Protection orders available to the victim under sections 2919.26 and 3113.31 of the Revised Code.

(b) The dynamics of domestic violence and its affects on the family and other members within the household, including children and the elderly.

(c) The identification and assessment of domestic violence, including physical, behavioral, emotional and verbal indicators a family or household member may be at risk of domestic violence.

(d) Safety planning for the victim of domestic violence and other family members within the household at risk of abuse or neglect, including

children and the elderly.

(e) Accessing supportive and preventative services through coordination with community service providers.

(B) The PCSA may elect to offer initial orientation training ~~on~~about the agency and the community to newly hired supervisors. If an agency offers initial orientation training, this does not count toward fulfilling the mandatory training requirements outlined in paragraph (A) of this rule.

~~(C) During the second year of continuous employment, a newly hired supervisor shall complete any remaining "supervisory core" offered by the OCWTP. All newly hired PCSA supervisors who have not completed the domestic violence training shall complete a minimum of twelve hours of domestic violence training within twenty-four months of the effective date of this rule or the effective date of hire, whichever is later. PCSA supervisors may use the training hours completed in the area of supervisory core and domestic violence to assist in meeting a portion of the annual requirements of this rule as outlined in section 5153.123 of the Revised Code. The domestic training content shall include, but not be limited to all of the following:~~

~~(1) Laws governing domestic violence, including all of the following:~~

~~(a) The definition of domestic violence under section 2919.25 of the Revised Code.~~

~~(b) Mandates of courts, law enforcement and health care professionals.~~

~~(c) Protection orders available to the victim under sections 2919.26 and 3113.31 of the Revised Code.~~

~~(2) The dynamics of domestic violence and the relationship on other family members within the household, including children and the elderly.~~

~~(3) The identification and assessment of domestic violence, including the physical, behavioral, emotional and verbal indicators that a family or household member may be at risk of domestic violence.~~

~~(4) Safety planning for the victim of domestic violence and other family members within the household who may be at risk of abuse or neglect, including children and the elderly.~~

~~(5) Accessing supportive and preventable services through coordination with community service providers.~~

~~(D)~~(C) The PCSA director may waive completion of one or more training course

requirements ~~when~~ if either of the following occurs:

- (1) Within the last two years ~~A~~ PCSA supervisor was previously employed by ~~the current~~ another PCSA or the same PCSA in another position and has already completed one or more ~~of the OCWTP~~ OCWTP "Supervisory Core Courses". However, any core courses not completed by the supervisor during the previous employment cannot be waived.

~~When a waiver is granted the PCSA is responsible for providing in-service training to the supervisor on changes in policy and procedures which have occurred during the lapse in time when the supervisor completed the course as part of the supervisor's in-service training.~~

- (2) A supervisor has documentation of completion of domestic violence training as outlined in paragraph ~~(D)~~ (A)(4) of this rule.

(D) If a waiver is granted pursuant to paragraph (C)(1) of this rule, the PCSA shall provide in-service training to the supervisor on any changes in policy and procedures occurring since the supervisor completed the course.

(E) The PCSA ~~executive~~ director or a ~~person designated by the executive director~~ designee shall work with each supervisor to determine the supervisor's training needs to ensure compliance with paragraph (A) of this rule. ~~At a minimum of once~~ Once every two years, the ~~executive~~ director or the ~~designated person~~ designee and the supervisor shall complete the JFS 01828 "Supervisor's Individual Training Needs Assessment (ITNA)" (rev. 6/1999). Training needs shall be based upon all of the following:

- (1) Prior background and experience of the ~~worker~~ supervisor.
- (2) ~~Job duties~~ Relevant assigned job duties and responsibilities of the supervisor.
- (3) Competencies ~~that~~ the supervisor and ~~the~~ the immediate supervisor identify ~~the~~ as ~~supervisor~~ needs to attain during the coming year.

(F) ~~After reviewing a supervisor's training needs, the~~ The supervisor and the immediate supervisor shall jointly identify the training/courses ~~in which~~ the supervisor ~~will need~~ needs to enroll in. The PCSA may contact the ~~Ohio child welfare training program's~~ OCWTP regional training ~~center~~ centers for assistance in identifying appropriate courses for the supervisor.

(G) The supervisor's ongoing ~~Ongoing~~ in-service training requirements may be fulfilled by attending a variety of training events. These training events may include training

offered by any of the following:

- (1) ~~Ohio child welfare training program~~ OCWTP.
- (2) Ohio human services training system.
- (3) Ohio department of job and family services. Up to six hours of Rules training may be counted toward meeting the continuing education training requirement ~~as long as it does not exceed six hours of a supervisor's annual training requirement.~~
- (4) Accredited colleges or universities ~~when~~ if the course work is relevant to the supervisor's assigned duties. When calculating in-service training hours through completion of courses offered by colleges or universities the PCSA shall use the number of semester/quarter hours ~~the supervisor is awarded upon completion of the course~~ by the college or university.
- (5) Seminars, conferences and workshops relevant to the supervisor's assigned duties.

(H) The PCSA shall be responsible for all of the following:

- (1) Notifying ~~their~~ its designated ~~Ohio child welfare training program~~ OCWTP regional training center of new supervisors hired by the agency in order for the regional training center to establish a training history of the employee.
- (2) Maintaining all of the employees' education and in-service training records ~~records~~ including college transcripts and documentation of compliance with all provisions of this rule.
- (3) Having supervisors complete, on an annual basis, the JFS 01826 "Public Children Services Agency Training Record for Supervisors" (rev. 9/2006) or enter the same information contained on the JFS 01826 in the agency's ~~data~~ base database or a form developed by the PCSA.

Effective:

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Certification

Date

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