	Agency Name	Office of Community Services (OCS)
	Chapter No./Name	Training Memorandum
	Part No./Name	2010
	Section No./Name	TM 10-011 Announcement for the Louisiana Child Welfare Clinical Supervision Project
	Date Issued	April 22, 2010

**TM 10-011 Announcement for the Louisiana Child Welfare Clinical Supervision Project
(April 22, 2010)**

RE: “Clinical Supervision Training”

11 Cohorts of 1 day on-site training in three practice areas and 1 conference call per practice area

Each cohort will receive 1 day of on-site training led by nationally recognized trainer/consultants, as follows:

- **Golden Thread- Coaching to Promote Critical Thinking - co-trained by Marsha Salus, MSW and Lorrie Lutz, MPP**
- **Domestic Violence - by David Mandel, LLC**
- **Sexual Abuse Victims- by Kathleen Faller, Ph.D., A.C.S.W., L.M.S.W.**

Following the 1 day on-site training each Cohort will participate in a follow-up telephone conference call for consultation in each of the practice areas above.

SITES: Shreveport, Orleans, and Lafayette Regional Offices

Shreveport Regional Office site will offer this training to supervisors and District Managers in Shreveport, Monroe and Alexandria Regions.


Orleans Regional Office site will offer this training to supervisors and District Managers in Orleans, Jefferson, Thibodaux and Covington Regions.

Lafayette Regional Office site will offer this training to supervisors and District Managers in Lafayette, Lake Charles and Baton Rouge Regions.

For **Golden Thread** there are 3 Cohorts of supervisors and District Managers scheduled for Shreveport, 4 Cohorts of supervisors and District Managers scheduled for New Orleans and 4 Cohorts of supervisors and District Managers scheduled for Lafayette.

For **Domestic Violence** there are 3 Cohorts of supervisors and District Managers scheduled for Shreveport, 4 Cohorts of supervisors and District Managers scheduled for New Orleans and 4 Cohorts of supervisors and District Managers scheduled for Lafayette.

For **Sexual Abuse Victims** there are 3 Cohorts of supervisors and District Managers scheduled for Shreveport, 4 Cohorts of supervisors and District Managers scheduled for New Orleans and 4 Cohorts of supervisors and District Managers scheduled for Lafayette.

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DATES: On-Site Trainings and Follow-up Conference Calls

The on-site trainings are scheduled as follows:

Shreveport-

Golden Thread -----April 7, 8 & 9, 2010 (already occurred)
Domestic Violence ----- May 12, 13 & 14, 2010
Sexual Abuse ----- June 16, 17 & 18, 2010

New Orleans-

Golden Thread -----May 11, 12, 13 & 14, 2010
Domestic Violence ----- July 6, 7, 8 & 9, 2010
Sexual Abuse ----- August 10, 11, 12 & 13, 2010

Lafayette-

Golden Thread ----- June 8, 9, 10 & 11, 2010
Domestic Violence ----- Aug. 30, 31, Sept. 1 & 2, 2010
Sexual Abuse ----- July 20, 21, 22 & 23, 2010

The dates and times of the follow-up conference calls for each of the 11 Cohorts are found in the attached chart. Also included in the chart is the bridge information, Dial In phone number and Access Code, to be used to dial into the conference calls.


HOURS: On-site training begins at 8:30 AM and ends at 4:00 PM. Time frames for the follow-up conference calls can be found in the attached chart.

TARGET PARTICIPANTS: Each cohort is to be comprised of 25 Supervisors, District Managers and Coaches/mentors.

TRAINING CONTENT: The purpose of this training is to assist 1st line supervisors in building clinical decision making skills within their workers. These clinical decision making skills will be used throughout the life of a case. District Managers and Coach/Mentors are a part of target population specifically so they can reinforce and support the supervisors' implementation of clinical supervision competencies.

TRAINING CREDIT: All 3 one day trainings and 3 conference calls total 23 hours.

6 hours of training credit is provided for each 1 day on-site training of each practice area. Total hours for the 3 days of on-site training is 18 hours. The hosting Regional Training Coordinator of each site is to forward the sign-in sheets to Lu Williams in State Office for import to MOODLE, Learning Management System.

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1.5 hours of training credit are provided for the Golden Thread follow-up conference call and for the Sexual Abuse Victims follow-up conference call. 2 hours of training credit are provided for the Domestic Violence follow-up conference call. Total hours for all three conference calls is 5 hours. The Regional Training Coordinators are to verify attendance in the conference calls, compile the list of participants and e-mail the list to Lu.williams@LA.Gov for import into MOODLE, Learning Management System. This compiled participation list of each conference call is to be forwarded to State Office within 7 working days.

FUNDING SOURCE: One-time Supplemental SSBG funds are being used for this training.

REGISTRATION: The names and EIN's of OCS supervisor and District Supervisors participants should be submitted by Regional Training Coordinators to Lu Williams at Lu.Williams@la.gov.

TRAVEL: These on-site trainings and follow up conference calls are deemed to be “agency mandated training or sponsored training” events. Please refer and adhere to the following communications regarding travel:

- o **The OCS Assistant Secretary’s** email clarification of March 26, 2010 to Regional Administrators.
- o **OCS Memorandum 09-004 dated January 14, 2009, “Budget Savings Measures”** specifically regarding the use of state vehicles and carpooling.
- o **DSS Memorandum 2010- 01 A –C dated January 19, 2010, “Implementation of State Travel Policy Revisions and Completion and Approval of Travel Expense Forms”** regarding reimbursement of rate changes, reimbursement for use of personal vehicles and use of the Enterprise Rent–A-Car State Motor Pool Rental Contract. All employees are responsible for adhering to the State Travel Regulations which are posted at <http://www.doa.louisiana.gov/osp/travelpolicy.htm>

Kaaren Hebert
Assistant Secretary

Attachment

LOUISIANA CHILD WELFARE CLINICAL SUPERVISION PROJECT

LOCATION:	Shreveport	New Orleans	Lafayette
Golden Thread Follow-up Conference Calls	4/7-9/10 (Golden Thread) Dial In # - 9-1-888-363-4735 Access Code: 7629774	5/11-14/10 (Golden Thread) Dial In # - 9-1-877-336-1828 Access Code: 2382468	6/8-11/10 (Golden Thread) Dial In # - 9-1-888-363-4735 Access Code: 7629774
	Cohort 1 (4/7): 4/23 1:00 - 2:30	Cohort 4 (5/11): 6/8 1:00 - 2:30	Cohort 8 (6/8): 7/12 8:30 - 10:00
	Cohort 2 (4/8): 4/26 8:00 - 9:30	Cohort 5 (5/12): 6/9 1:00 - 2:30	Cohort 9 (6/9): 7/12 1:00 - 2:30
	Cohort 3 (4/9): 5/3 8:30 - 10:00	Cohort 6 (5/13): 6/9 3:00 - 4:30	Cohort 10 (6/10): 7/26 8:30 - 10:00
		Cohort 7 (5/14): 6/10 1:00 - 2:30	Cohort 11 (6/10): 7/26 1:00 - 2:30
Domestic Violence Follow-up Conference Calls	5/12-14/10 (Domestic Violence) Dial In # - 9-1-888-363-4735 Access Code: 7629774	7/6-9/10 (Domestic Violence) Dial In # - 9-1-888-363-4735 Access Code: 7629774	8/30-9/2/10 (Domestic Violence) Dial In # - 9-1-888-363-4735 Access Code: 7629774
	Cohort 1 (5/12): 6/1 9:00 - 11:00	Cohort 4 (7/6): 7/22 9:00 - 11:00	Cohort 8 (8/30): 9/16 9:00 - 11:00
	Cohort 2 (5/13): 6/2 9:00 - 11:00	Cohort 5 (7/7): 7/23 9:00 - 11:00	Cohort 9 (8/31): 9/17 9:00 - 11:00
	Cohort 3 (5/14): 6/3 9:00 - 11:00	Cohort 6 (7/8): 7/27 9:00 - 11:00	Cohort 10 (9/1): 9/20 9:00 - 11:00
		Cohort 7 (7/9): 7/28 9:00 - 11:00	Cohort 11 (9/2): 9/21 9:00 - 11:00
	6/16-18/10 (Sexual Abuse)	8/10-13/10 (Sexual Abuse)	7/20-23/10 (Sexual Abuse)

All times CST
PM

Last updated : 4/22/2010, 1:58:21

Sexual Abuse Victims Follow-up Conference Calls	Victims) Dial In # - 9-1-888-363-4735 Access Code: 7629774	Victims) Dial In # - 9-1-888-363-4735 Access Code: 7629774	Victims) Dial In # - 9-1-888-363-4735 Access Code: 7629774
	Cohort 1 (6/16): 7/7 10:30 – 12:00	Cohort 4 (8/10): 8/24 10:30 – 12:00	Cohort 8 (7/20): 8/5 10:30 – 12:00
	Cohort 2 (6/17): 7/8 10:30 – 12:00	Cohort 5 (8/11): 8/24 1:30 –3:00	Cohort 9 (7/21): 8/5 1:30 –3:00
	Cohort 3 (6/18): 7/8 1:30 – 3:00	Cohort 6 (8/12): 8/25 10:30 – 12:00	Cohort 10 (7/22): 8/6 10:30 – 12:00
		Cohort 7 (8/13): 8/25 1:30 –3:00	Cohort 11 (7/23): 8/6 1:30 –3:00