

# Training Summary Form

I. Employee: Jessica Meyer Topic: CHILD FOSTER CARE 410 Credit Hours: \_\_\_\_\_

## II. Description of Training Content:

Review and instruction on Minnesota Rules, Chapter 2960, Parts 2960.3000 – 2960.3340 for Child Foster Care with applicability to position at Owakihi Inc.

## III. Training Procedures

### Training Format

- Self Study
- Individualized Training
- Team Meeting
- Owakihi Inservice
- Other: \_\_\_\_\_

### Instructional Methods

- Written: CFC statute
- Oral Presentation and Dialogue
- Guided Observation
- Guided Practice
- Other: \_\_\_\_\_



### Competency Evaluations

- Knowledge Testing (Quiz)
- Observed Skill Assessment
- Other: \_\_\_\_\_

IV. Date(s): 1-8-21 (M/D/Y)

Time(s): 10a-10p (AM or PM)

Trainer/Position: \_\_\_\_\_

Trainer Signature: [Signature]

I acknowledge that I have received and read Minnesota Rules Chapter 2960 (Umbrella Rule/Licensing Standards). I understand the Discipline Policy that prohibits corporal punishment.

Employee Signature: [Signature] Date: 1-8-21

Training hours need to be recorded by employee on corresponding timecard for reimbursement and training documentation purposes.

## Training Module 410 Quiz CHILD FOSTER CARE

EMPLOYEE NAME: Jannah Muroa DATE OF QUIZ: 1-8-21

**Directions:** Upon completion, please return the completed quiz and attached Training Summary Form to your Designated Coordinator (DC) or Designated Manager (DM) for review and approval.

1. The DHS Child Foster Care Rule defines a "foster child" as a person who is under 18 years of age.
2. According to the DHS Child Foster Care License Holder Qualifications, employees must be at least 21 years old to work.  TRUE  FALSE
3. "Cooperation Required" (subpart 5 in part 2960.3080) - Identify at least one area of responsibility for the license holder/Owakihi Inc. that pertains to developing and implementing the child's case plan: provide basic services & cooperate with child's care manager
4. What is the name of the Owakihi Inc. policy that identifies procedures for addressing complaints and grievances? 2960.3080, Sub p.10
5. Place an X next to the Staff Training Requirements that are required for child foster care:
  - emergency procedures
  - cultural diversity
  - pet care
  - data practices
6. a. Please identify any questions that you have at this time regarding child foster care:
 

How do I help a minor open a bank account
- b. Based on the information you have reviewed, what further instruction do you need in this training topic to be competent in performing your job responsibilities?
 

What can I do besides provide basic services
- c. Identify 2 agency resources that you can use for more information and/or consultation:
 

1) Upper Management, HR 2) (DC/DM/HS) Managers

### KNOWLEDGE TESTING BY TRAINER

- Note the question(s) answered incorrectly, and the action taken to assure that the employee understands the correct response(s) \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- The employee identified above has demonstrated competency in completion of the quiz questions.

Signature of DC or DM

Date

1-8-2021