



Foster Parent In-Service Training

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States have a variety of policies regarding in-service training for foster parents. We have assembled those we were able to locate here. Note that this is not a comprehensive list of all policies.

1. Mandatory Training Hours

Most states require a minimum number of in-service training hours annually, but the range of mandatory hours is quite large. Hours given are only for basic foster care; many states have additional requirements for therapeutic foster parents. Many states describe requirements over the course of the licensing period, often two years; in those cases the total time has been divided evenly for an "annual" requirement.

Required Annual Hours	
None	Hawaii, U.S. Virgin Islands, Rhode Island*, Virginia, Wisconsin
4	Illinois*, Nevada
5	Delaware (beginning the 2 nd year; see Content of Training below for 1 st year)
6	Arizona, Iowa, Kentucky, Maryland, Michigan (12 over the first two years), Mississippi, Pennsylvania, South Dakota
8	California, Florida, New Hampshire
9	Connecticut (45 hours in the first 18 months)
10	Idaho, Indiana, Massachusetts, New Mexico, North Carolina,
12	Maine*, Minnesota, Nebraska, North Dakota, Oklahoma, Utah, Washington (36 hours over 3 years), West Virginia
14	South Carolina (28 hours over 2 years)
15	Alabama, Alaska*, Arkansas, Georgia, Louisiana, Montana, Oregon (30 hours over 2 years) Tennessee, District of Columbia
16	Kansas, Wyoming
20	Colorado*, Ohio*, Texas*
Other	*Missouri, *New Jersey, *Vermont
# of hours not specified	New York*

* Alaska 15 hours/two parent household; 10 hours for a single parent household.

* Colorado In the first year there must be 27 hours of core/certification training. Of that, 12 hours is called Core Foster Parent training. The additional 15 hours must be completed within 3-4 months of a child's placement. The training must focus on the areas of competency needed to meet the child's needs. In addition, they must have CPR/1st Aid prior to child's placement (in

addition to the 27 hours). In addition they must complete 20 hours of ongoing training. So that by the time of annual recertification they will have received about 55 hours (27 core/ certification+8 CPR/1st Aid + 20 hours ongoing). Thereafter they must get 20 hours of annual training.

- *Illinois 16 hours over a 4-year period
- *Maine 24 hours over 2 years
- *Missouri:
 - 20 hours every 2 years for "traditional" foster/kinship parents
 - 30 hours every 2 years for "professional" foster/kinship parents
 - 32 hours every 2 years for "career" foster parents
- *New Jersey:
 - 7 hours annually or 21 hours over the 3 year licensing cycle for "primary" foster parent
 - 5 hours annually or 15 hours over the 3 year licensing cycle for "secondary" foster parent
- *New York
 - 6 hours annually for foster parents caring for children designated special or exceptional. Some foster parents caring for special and exceptional children may be designated as "therapeutic foster boarding homes," while others may not.
- *Ohio 40 hours over a two-year certification period. A foster caregiver certified to operate a pre-adoptive infant foster home shall complete a minimum of 24 hours of continuing training during each certification period.
- * Texas Up to 10 hours of annual training may be carried over to the next year
- *Rhode Island The state does not have any in-service training requirement for foster parents. Some contract agencies do require in-service for the families who work for them.
- *Vermont:
 - Resource caregivers are required to attend 40 hours of training in 2 years to move from one level of reimbursement to the next level.
 - The 40 hours of training can be a combination of hours completed by caregivers in the household.
 - After 4 years of experience and 80 hours of training, 10 hours of training a year is required to maintain the current level of reimbursement.

2. Source of Training

Alaska	All trainings are offered via web-based, on site, self-study packet, video and/or audio and some trainings are available in one of the Native languages. The State currently contracts its training for resource families, and all training is open to any interested community members.
Arizona	In-service education for foster parents is provided through the foster home agency with whom the family is affiliated. Agencies also sponsor annual combined conferences. The state agency has an annual conference for both professional child welfare staff and foster and adoptive

	<p>parents. One day of this conference is geared specifically to foster and adoptive parents. A wide range of other community programs may also be considered for credit with prior approval from the state agency.</p>
Arkansas	<p>There are several sources of training for foster parents to meet their annual in-service training requirement of 15 hours. The MidSOUTH Training Academy continuing education offerings are open to foster parents. Foster parents receive continuing education bulletins listing sessions specifically developed for foster parents. Foster parent networks in various areas hold monthly meetings and arrange for training during those meetings. DCFS and Arkansas Action for Foster Children sponsor an annual foster parent conference. Foster parents can earn 12 training hours during the two-day conference. Additionally, each DCFS Area hosts a one-day foster parent conference where six hours of training are offered.</p>
Colorado	<p>The 12 hours of Core training may be conducted by the State, county department, or Child Placement agencies; there are required topics. Additional training hours can be earned through a variety of modalities that are outlined in the certifying agency training policy and outlined in the foster parent's training development plan and approved by the certifying agency.</p>
Connecticut	<p>Post-licensing training may be provided by DCF Training Academy staff, other Department staff, Connecticut Association of Foster and Adoptive Parents (CAFAP), and others, as approved by the Department.</p>
Delaware	<p>Participation in in-service training classes offered by DFS or private foster care agencies is the preferred method. However, Foster Home Coordinators may approve equivalent training or experience if such training or experience develops the competencies for DFS classes listed on the Foster Care Model. For classes where competencies have not been outlined by DFS, the DFS Foster Care Training Administrator must approve substitute training or experience. In some instances, Foster Home Coordinators may approve alternative learning methods in consultation with the DFS Foster Care Training Administrator. Foster parents must get pre approved for any substitution for DFS or private foster care agency training.</p>
D.C.	<p>The Agency's Foster Parent Resource Unit provides a variety of training sessions to meet the requirement.</p>
Idaho	<p>Program Improvement Plan includes a comprehensive plan for enhancement of the training requirement that includes a review process, an addition to an automated system to track completed training and number of hours. At the point of licensure there is a Family Development Plan that is done with the resource family and Resource Family Development Specialist that will identify on-going training needs specific to that family. The resource family's requirement for annual training is reviewed and approved at the annual licensure renewal</p>
Illinois	<p>Acceptable training includes: foster parent conferences sponsored by the Department; other conferences approved by the Department;</p>

	training provided by a licensed child welfare agency whose foster care program is COA accredited; materials borrowed from the Department's Foster/Adoptive Parent Lending Libraries; training toward first-aid, Heimlich maneuver, and/or cardiopulmonary resuscitation (CPR) certification; or other training approved in writing by the Department's Division of Training and Development Services.
Iowa	Training requirement may be met through a variety of modalities including group training, individual training, videos, tapes, and books. Most of the training opportunities available to foster parents are provided by the Iowa Foster and Adoptive Parents Association (IFAPA). IFAPA offers support groups and holds an annual conference as well as other training opportunities. At least three credit hours shall be group training.
Kansas	Continuing education for foster parents is provided through member agency sponsorship of workshops on a variety of topics. Other sources of continuing education include self-directed projects, i.e., relevant television programs, reading research articles or books on selected topics, or attending special lectures or programs. There are also relevant educational programs offered by universities and community colleges.
Kentucky	Training may be provided by Departmental staff or by community resources, such as colleges and universities, adult education centers, comprehensive care centers, county agencies, hospitals and libraries.
Louisiana	The State Foster and Adoptive Parent Association is active in planning and presenting training. Regionally-developed training opportunities also are offered in adjacent regions to maximize and leverage resources and professional expertise.
Maine	Training is provided through the BCFS/CWTI collaboration. (http://www.cwti.org/)
Massachusetts	In-service training for foster and adoptive parents is provided through a contract with the <i>KidsNet Program</i> .
Michigan	Michigan is partnering with other States and the Child Welfare League of America (CWLA) to increase training and learning opportunities electronically.
Minnesota	Recently expanded definition of training includes videos, books, on line training, etc.
Missouri	Training is provided by the state Department of Social Services. Local training resources may also be used to help a foster/adoptive parent participate in needed training. Examples of such training are Infant CPR (available through the Red Cross), Systematic Training in Effective Parenting (S.T.E.P.), Parent Effectiveness Training (P.E.T.), Nutrition, and Locating Community Resources for Foster Children. Credit may be granted for "non-agency training" if the trainer or director of the training program submits to the licensing worker a letter specifying content, length of class, name and title of trainer. Classes which are at least 8 hours long and which deal directly with some aspect of foster care are considered appropriate. Credit may be granted for "educational/informational meetings" (less than 8 hours) if the content is

	related to foster care and approved by the Area Office.
Montana	Training must be provided or approved by the Department of Public Health and Human Services.
New Hampshire	Contract with UNH, Granite State College. Alternatives can be substituted including local community training, foster parent association training and individual course of study that are skill building and related to foster care.
North Carolina	Training can be provided by a community college, a licensed child placing agency, or other departments of State or county governments; it must be approved by the agency.
North Dakota	The agency provides PRIDE Core Training. Additional training can be through specialized training and in some cases, independent study.
Ohio	State approves training curricula offered through the regional training centers. State approves all training content for private agencies.
Oklahoma	OKDHS offices provide free in-service training options to foster families, including conferences, video and taped instruction, and literature. Internet instruction through recognized state and private foster care agencies is accepted. Foster families have options in selecting classes, conferences, reading materials, or other learning opportunities that enhance their skills as providers and meet the in-service training requirement. Prior approval from the resource specialist is secured to ensure a common understanding of credit for each event.
Tennessee	In-Service training credit may be obtained by attendance at the annual, regional foster/adoptive training conference, attendance at the annual conference of the Tennessee Foster Care Association, and special workshops on specific topics are offered through local foster care associations in conjunction with their meetings. Also, Central Office Program Operations staff is available to conduct policy training for foster parents. One-day workshops are offered on critical issues such as child sexual abuse, child discipline, etc. Independent living training is available for foster parents who work with adolescents to prepare them for life on their own. Foster parents may also access computer-based training via the Internet. Central Office program staff must approve any website chosen as a training resource. Computer-based training is limited to 5 hours/year. Training hours related to reading books and reporting to the case manager is limited to 3 hours/year. Other training options include special events offered by school systems, mental health facilities, and other public service resources. Journals, magazine articles, videotapes, and books may be used for individual study. The Case Manager may offer suggestions and help to provide these resources. Individual training must be discussed and approved by the Case Manager in advance and thoroughly documented in the foster home record.
Texas	Training is offered by the department and/or their verifying agency - either by staff or professionals donating their time. Other training opportunities come from the annual foster parent conference, local conferences or presentations. Foster parents may attend any training

	that deals with childcare, foster parenting and behavior management. Up to 25% of training can be self study if there is a post-test. 75% of all required training hours must be in classroom type format; the rest may be from books, etc.
Vermont	Training opportunities may include formal training, workshops, relevant conference, reading books, viewing videos, or other similar activities.
West Virginia	Training may be provided by Department staff, Schools of Social Work staff, community resources, adult education centers, hospitals, libraries, etc. Training done by persons other than Department staff, or by Concord College in Region IV, must have approval of the Homefinder.

2. Content of Training

Alabama:	Foster parents must maintain current CPR certificate; CPR/first aid hours are applied toward the required 15 hours. Infant/ Toddler Care only applies to families approved to foster this age. Water safety is required for parents with pools, hot tubs, or other bodies of water on their property. The remainder of the 15 hours must be on a topic related to caring for children.
California:	Pre-service and in-service training for foster parents is provided through a curriculum tailored to meet the needs of each county. Most counties use parts of the recommended PRIDE/Adopt Pride curriculum or adjust it to meet local needs and procedures, while Los Angeles County and a few other counties use PS-MAPP. Some counties provide training directly to foster and adoptive parents and other counties contract with other organizations (agency or educational institutions) for this purpose.
Colorado	The certifying authority shall create a training development plan for each foster parent to document the strengths and competencies of the foster parent and to identify those areas in which additional training is needed.
Connecticut	In the first 18 months: 9 hours "Supporting Relationships Between Children and Their Families"; 9 hours "Working as a Professional Team Member" and 27 hours Individual selection of Department approved courses as listed on the "Resource Family Support Plan"
Delaware	During the first year of fostering, foster parents must complete Module One of the Foster Care Model (12 hours), Love and Logic (12 hours) and First Aid/CPR.
Idaho	The family's requirement is reviewed and approved at the annual licensure renewal. Ongoing training is identified in collaboration with the resource parent and the Resource Family Development Specialist in the Family Development Plan at the time of licensure. The Plan may be updated at any time as circumstances change or additional training needs are identified. Families are frequently notified of training that would support their work with children placed and meet the annual training requirement.
Iowa	During the first six months of licensing, the foster parents must complete child abuse reporting training for mandatory reporters. The training shall

	be based on an assessment by the foster parent and the licensing worker of the foster parent's training needs.
Kentucky	Ongoing training is provided in areas targeted by the social worker and the foster/adoptive parent.
Maine	In-service training needs are identified in each District in conjunction with the Training Advisory Committee of the Adoptive and Foster Family of Maine. The annual in-service training catalog reflects course offerings that balance theory and application. CWTI staff use multiple methods to continuously enhance and improve the training curricula, such as course evaluations, follow-up telephone surveys, and public focus groups. They also observe in-service training programs to evaluate quality.
Massachusetts	The in-service workshops are organized around five broad themes: strengthening foster/adoptive parenting skills; understanding normal development and problems of foster children; issues related to foster, adoptive, & kinship parenting; understanding health and safety issues; and managing the impact and stress of foster, adoptive, or kinship parenting.
Minnesota	Non-exclusive list of 26 topics included in statute. Those who care for children who rely on medical equipment to sustain life or monitor a medical condition must meet statutory requirements.
Missouri	Within 30 days of the family becoming licensed, the worker is to schedule a meeting to develop a Family Development Plan with the family. This plan should be a joint process between the parents and worker that assesses the parents' learning needs. It has four components: (1) assessment of the foster family's present level of competencies; (2) their annual educational goals; (3) methods of reaching those goals; and (4) a way to determine if goals have been met. A list of available in-service training is included in the Child Welfare Manual, Appendix B of Section 6, Chapter 2.
Montana	Does not require certain subjects, but encourages foster parents to obtain training relevant to the type of child they care for. A list of training areas is included in Administrative Rules of Montana.
New Hampshire	Training must be in units that are at least one hour long; offer skill and competency building to foster parents to meet the needs of the child(ren) in care related to child growth and development; foster family management including household organization, setting standards, and stress management; and family systems; and must meet the approval of DCYF or the licensing agency.
North Carolina	Training may be child-specific or may concern issues relevant to the general population of children in foster care. During the first year, the primary parent shall receive training in first aid, CPR, and Universal Precautions.
North Dakota	Training is required to enhance knowledge and skills and better enable foster/adopt families to deal with problems particular to the children entering the foster care system.
Ohio	All continuing training requirements are based on a written individual training needs assessment and continuing training plan.
Oklahoma	Foster parents are to complete training on "subjects that promote their

	skills and interests as providers.”
Oregon	Training must be directly related to the needs of the child as stated in the child’s case plan; or to further enhance the foster parent’s knowledge, skills and abilities in safely caring for children in the custody of SOSCF.
Tennessee	In the 1 st year, 3 hours each on discipline, sexual abuse, cultural competency, and working with birth parents; 2 hours on education; and 1 elective hour. Foster families are reassessed annually; training received to date is reviewed and families’ training needs are identified. The case manager evaluates the families’ ability to comply with the fiscal year’s training requirement and offers suggestions on training available.
Texas	Required training includes First Aid and CPR (Infant/child); psychotropic medication training (taught by a physician, nurse or pharmacist and must include a post-test); behavior management; AIDS. All persons verified to care for children under age 2 must also take training on recognizing and preventing shaken baby syndrome; preventing SIDS, and understanding early childhood brain development.
Vermont	Hours should include Core Trainings unless the resource caregiver can document the comparable training or attainment of the competencies of a particular module.
West Virginia	The content of the training will be based on needs expressed by the foster/adoptive parents or the Department. If the family cannot meet this requirement, the Homefinding Supervisor may waive 8 of the 12 hours required. All foster/adoptive families must have at least 4 hours of in-service training. All foster/adoptive parents must successfully complete First Aid and CPR and keep up their certification. The Homefinder will develop an individualized training plan with each foster/adoptive parent which identifies training needs, the specific learning opportunities the foster/adoptive parent must complete in order to address the parent’s individual needs, and the estimated number of hours necessary to complete.

3. Funding

Alabama	State DHR has a contract with State Foster/Adoptive Parent Association to do 3 quarterly meetings in each of 9 regions, plus one statewide training conference in the Spring. Foster/Adoptive parents attend at no cost and agency reimburses mileage. If foster parents go to another workshop/training not sponsored by AFAPA, counties can reimburse per diem/mileage
Colorado	DHS provides regional training and does not charge county foster parent training if they attend State training (IV-E training funds). On some occasions, the Dept will pay for mileage, per diem, and lodging for training in a different location if it is a hardship for the foster parent to wait for a regional training. For foster parents certified through private child placement agencies, there is a reduced cost. If counties and child placement agencies do their own training, they are responsible for costs.
Idaho	Title 4-E funds are used to support the resource parent’s training. The

	Boise Division Casey Family Programs partners with IDHW to provide funding for training of resource parents. The dollars allocated from CFP allow IDHW to maximize use of Title 4-E funds.
Minnesota	Counties, tribes and private agencies pay for the cost of training their foster parents. Counties claim Title IV-E training reimbursement. MN DHS also provides training for relative and kin foster parents and that cost is paid for by the state, county and Title IV-E training reimbursement.
Ohio	State reimburses agencies for training stipends at the rate of \$10.00/training hour for each foster caregiver. State reimburses private agencies at \$15.00/caregiver/training hour for the cost of providing training. State fully funds training for public agencies through 10 regional training centers of the Ohio child welfare training program.
Oklahoma	Title IV-E funds with a state match.
Texas	No special funds available for in-service training. Training is conducted by staff or by professionals who are donating their time. Some trainings have been conducted on a cooperative basis with other child placing agencies in local areas. The agency opens trainings to foster families from other agencies & they reciprocate.
Wisconsin	Sufficient funding is not available for the state to mandate foster parent training. Each licensing agency may establish its own training requirements. If the agency seeks reimbursement through the Title IV-E program, the program must include competencies established by the DHFS and must be approved by the DHFS.

4. Source of Requirement

Arkansas	DHS Standards for Approval of Family Foster Homes http://www.state.ar.us/dhs/chilnfam/reference%20center.htm
Colorado	Rules and Regulations-Staff Manual Volume 7, Section 7.708.65 http://www.cdhs.state.co.us/policies.htm
Connecticut	DCF Policy Manual http://www.dir.ct.gov/dcf/Policy/Fadopt41/41-26-5.htm
Delaware	Division of Family Services User Manual http://www.state.de.us/kids/policy.htm
District of Columbia	Statute
Florida	Children and Families Operating Procedure http://www.dcf.state.fl.us/publications/policies.shtml#coop
Idaho	IDHW Child Care Licensing Standards http://www2.state.id.us/adm/adminrules/rules/idapa16/0602.pdf Children and Family Services Program Practice Standard - Preparation of Resource Families
Illinois	DCFS Procedures http://dcfswbresource.prairienet.org/procedures/procedures_402/
Iowa	DHS Foster Home Licensing Manual

	http://www.dhs.state.ia.us/policyanalysis/PolicyManualPages/SocialServ.htm Iowa Administrative Rules http://www.dhs.state.ia.us/policyanalysis/RulesPages/RulesChap.htm
Michigan	Statute - Licensing Rule 400.12312
Minnesota	Minnesota Rule 2960.3070 (statute)
Missouri	Child Welfare Manual http://www.dss.mo.gov/cd/info/cwmanual/section6/index.html
Montana	Administrative Rules of Montana, Chapter 97, Section 37.97.1019 http://www.dphhs.state.mt.us/legalresources/administrativerules/title37/armtitle37.shtml
New Hampshire	Code of Administrative Rules http://www.gencourt.state.nh.us/rules/he-c6400.html
New Jersey	Administrative Code, 10:122C http://www.state.nj.us/humanservices/ool/regulations.htm
North Carolina	Administrative Code. Described in Department of Health and Human Services Standards and Procedures for Licensure. http://info.dhhs.state.nc.us/olm/manuals/dss/csm-40/man/CSs1213-03.htm#P231_25388
Ohio	Ohio Administrative Code 5101:2-5-33, 5101:2-5-38, 5101:2-5-40. All of these administrative rules are currently being revised to reflect changes made as a result of the enactment of HB 117 of the 125th General Assembly which became effective on 9/3/04. Family, Children and Adult Services Manual, 5101:2-5-33 (C)(5). http://emanuals.odjfs.state.oh.us/emanuals/family/
Oklahoma	OKDHS Policy Manual, Section 340:75-7-14 http://www.policy.okdhs.org/ch75/Chapter_75-7/
Oregon	DHS Child Welfare Policy, Certification Standards for Foster Parents, Relative Caregivers, and Pre-Adoptive Parents, II-B.1 http://www.dhs.state.or.us/policy/childwelfare/manual_2/ii-b1.pdf
Tennessee	DCS Administrative Policies and Procedures, 16-07. http://www.state.tn.us/youth/policies/chapter16.htm
Texas	Department of Family and Protective Services (DFPS) Minimum Standards for Child-placing Agencies. DFPS Child Protective Services Policy Handbook.
Vermont	Social Services Policy Manual http://www.state.vt.us/srs/manual/casework/93.html
West Virginia	Foster Care Policy, Section 14 http://www.wvdhhr.org/bcf/children_adult/foster/policy.asp
Wisconsin	Wisconsin Administrative Code, Annotated, Ch. HFS 56 http://dhfs.wisconsin.gov/children/foster/codestat.HTM

5. Compliance

Alabama	Requirements for on-going training are a condition of annual re-approval. If there are no children in home, approvals are revoked. If children are in homes, counties are encouraged to find more "creative ways" to get the
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	training completed. Few if any exceptions to the requirements are issued.
Arkansas	The Division shall not place children with any family foster parents who have not satisfied the in-service training requirements. The Division can make an exception for any foster parent whose annual inservice training hours are more than 60 calendar days overdue.
Colorado	If training requirements are not completed, foster parents could be placed on probationary status (impacting IV-E provider eligibility requirements); regardless, no more children would be placed in the home. If there are willing and consistent violations of rules, certification can be revoked, though there are due process requirements. Workers are encouraged to work with the foster parents throughout the year to assure that their training requirements have been completed.
Delaware	Foster parents who do not meet the training requirements of Level I (Foster Care Model) within 2 years, or who do not meet their annual 5-hour training requirements beyond Level I, shall have no additional children placed in their home until the training requirement for the current year is met. Each foster parent in the home must meet the training requirements for Level I within 2 years and the minimum 5-hour annual training thereafter. Exceptions where there are special circumstances may be granted by the Foster Home Coordinator with the approval of a Supervisor.
D.C.	Foster parent support worker keeps track of each individual foster parent's training hours.
Florida	The substitute care parents must have completed 8 hours of in-service training annually in order to be relicensed. The number of hours of training and subjects of trainings must be documented in the case file of the family.
Idaho	The requirements for on-going training are a condition of annual re-approval. Children and Family Services Practice Standards state that failure to complete the required 10 hours of annual training may result in revocation of the resource family's license.
Minnesota	If the foster parent has not completed the required annual training at the time of relicensure and does not show good cause why the training was not completed, the foster parent may not accept new foster children until the training is completed.
New Hampshire	List of in-service trainings completed since the date license was issued, including title, sponsor, date and number of hours for each training, must be submitted for license renewal every 2 years.
Ohio	State licensing specialists inspect a sample of foster caregiver records every two years for compliance with these provisions. Agencies found out of compliance must submit a corrective action plan to achieve compliance within a reasonable time frame. Foster caregivers can have foster care certificate terminated if not in compliance.
Tennessee	If a family has not received its required training, this issue must be addressed. A corrective action plan may be entered into to bring the family into compliance. If the family is not willing to meet the requirements, their home will be closed.

Texas	The training requirements are explained to the foster parents when they are verified to foster. It is discussed with them at all home visits and training logs are maintained annually. If they fail to earn their hours, a developmental plan is completed. If they continue to meet this requirement, their home may be closed.
West Virginia	The homes of foster parents who do not meet the training requirements shall be closed. The only exception shall be families who have a child in their care longer than 18 months, who has developed a significant emotional attachment to the foster parents and whose best interests will be served by preserving the placement. No additional children shall be placed in the home until the training requirement has been satisfactorily met.

Sources of information include state statutes, policies, and websites; state Child and Family Service Reviews final reports; National Foster Parent Association; and some personal communications.