

Appendix C Online Training Information

Beginning July 1, 2015, the CDSS will accept the following as a temporary certification to begin case reviews. This should be used sparingly as a way to address issues with staff turnover or other rarely occurring events.

Potential case reviewer should complete the Continuing Education Unit (CEU) certification (even if CEUs are not desired) as this includes a testing component.

The CEU certification for individuals, to apply to their professional licensure requirements, who complete all **three** modules, pass a quiz with a minimum score of 80 percent, and complete the course evaluation. Individuals will earn 14.5 (Social Work) continuing education contact hours approved by the National Association of Social Workers.

To earn CEUs, you must be logged in to the portal at <http://www.cfsrportal.org>. Once logged in, click the E-Training Platform tab to access the three core modules:

- ? Module 1: The Onsite Review Instrument (OSRI)
- ? Module 2: Foster Care Mock Case
- ? Module 3: In-Home Services Mock Case

To earn CEUs, you must complete and check off all of the steps within all three of the core modules. When you have completed and checked off all of the steps, a new box titled *Next Steps* will automatically appear in the right-hand column. Click on the link in this section to access the CEU Certification Quiz, and follow the instructions provided. As noted above, you must pass this 80-question quiz with a score of 80 percent or better to be eligible for CEUs. Upon successful completion of the quiz, you will be directed to an online evaluation form. Once you complete this, the vendor will receive automatic notification of your eligibility for CEU certification and, upon confirmation, will deliver your certificate to you via e-mail. Because this certification is completed by a third party, CDSS will require a copy of the certification prior to commencing case reviews.