



Staff Selection Criteria for Evidence Based Practices (EBP's)

Thoughtful consideration is necessary to effectively identify individuals who are best suited to successfully deliver EBP's to DCYF families. DCYF requires EBP contractors to pre-screen staff prior to submitting their information to the Regional Program Manager to be considered for EBP training. Please meet individually with each candidate you are considering for training in and evaluate whether they meet the following best practice standards to deliver the identified EBP.

1. **Have you confirmed that your staff person will be able to deliver the EBP to child welfare families for at least one year post training?** *DCYF views these trainings as an investment in the child welfare workforce that will help in meeting the needs of children and families it serves.*
2. **Does your staff person have the ability/supports necessary to meet the cultural needs of the community he or she will be serving?** *One of DCYF's top values is to have practitioners who are experienced and skilled in working with diverse populations. Bi-lingual providers are critical in order to meet the language needs of our families.*
3. **Does your staff person meet the minimum qualifications for experience, education, clinical background, and DOH credentialing outlined in the contact for this EBP?**
4. **Does your staff person like new challenges or enjoy learning about new ways of working with children and families?** *The practitioner will have to embrace an opportunity to learn and practice a new approach. EBPs require extensive training, coaching, and monitoring and are a better fit for practitioners who are eager to learn a new skill set.*
5. **Is your staff person available, prepared, and comfortable with working with families in their own environment such as a family home, the community, and/or during visitation with their children?**
6. **Does your staff person's values, attitudes, and preferences "fit" well with the EBP they have been identified to deliver?** *All EBP trainings consist of both didactic and practice elements. It will be important for your staff to be comfortable with role playing during training and to conducting role playing with parents and their children to teach them new skills in a hands-on approach that is a hallmark of most EBP's.*
7. **Is your staff person open to following a manual?** *All EBP's have a manual that practitioners must follow to ensure families are being provided with an effective version of the program. Staff must feel comfortable with using a manual as they learn and practice using the EBP.*
8. **Will your staff person agree to video-taping or audio recording their sessions?** *Many EBPs require this for certification in the intervention and to monitor practice.*
9. **Does your staff person possess good engagement and clinical skills?** *Each EBP teaches and rehearses certain skills during training, but it is important for your staff to possess basic counseling skills such as active listening, use of standardized assessment, and developing treatment plans. Because EBPs are based on such skills, an inexperienced staff person may not be the best candidate for EBP training.*
10. **Does your staff person seek out supervision and input on their performance?** *EBPs emphasize coaching and feedback, often based on observation of practice. An ideal trainee seeks out input on their performance, rather than avoid it.*
11. **Is your staff person strengths-based?** *All EBPs ask the practitioner to identify and use family strengths to overcome issues and problems affecting their ability to safely parent.*

Individual Pre-Training Agreement

I attest that the staff person(s) selected for the upcoming training has been screened based on the 11 staff selection criteria and fits within all of the identified best practice standards to deliver an EBP.

I attest that I have verified that this individual's background check and DOH credentials are current. Further, I have confirmed that this candidate meets all standards outlined in the specific EBP contract.

I am aware that only staff members who are listed on the attached roster may attend if selected by DCYF. If there are any changes to the list of training participants I will notify DCYF of the proposed change, and receive approval from the Regional DCYF Program Manager prior to the training.

Printed Name of Agency Clinical Supervisor

Signature

Date

As a candidate to deliver an evidence based program through this agency, I understand the best practice standards to deliver EBP's for Department of Children, Youth and Families. I have reviewed the contractual standards to deliver this EBP, and have prepared myself and have been prepared by my agency to deliver services for DCYF families.

Printed Name of Identified Trainee

Signature

Date

DOH Certification or Licensure #

Expires:

Date of Last Background Clearance:

DCYF Regional EBP Program Manager

Signature

Date

Note: Please retain a copy of this form for your own records. In addition, please forward a completed and signed copy of this agreement with your completed Readiness Assessment Packet to your Regional Program Manager below.