

Detention/Secure Care Center Annual Training Log

Staff Name: _____ **Staff Title:** _____ **Hire Date:** _____ **Start Date:** _____

All staff shall have 40 hours of annual training. Annual trainings shall be based on individual job duties and responsibilities, meet individual learning needs, and be designed to maintain the knowledge and skills need to comply with facility policies and procedures.

<u>Training Topic</u>	<u>Number of Hours</u>	<u>Date Completed</u>	<u>Printed Name of Trainer</u>	<u>Trainer Signature</u>	<u>Employee Signature</u>
Accident and Injury Prevention					
Child Care Practices					
Child Psychological Growth and Development					
First Aid with Rescue Breathing					
Juvenile Court Process					
Licensing Regulations					
Symptoms of Illness and Communicable Diseases					
Suicide Prevention					
Use of Restraints					
Facility Policy and Procedures Manual					
Facility Emergency/Evacuation Procedures					

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Child Record Documentation Policies and Procedures					
Resident Rights					
Confidentiality Laws					
Emergency Safety Interventions					
De-escalation					
Bloodborne Pathogens					
Medication Administration					
Trauma based informed care/trauma specific intervention					
Mandated Reporting					
HIPPA Laws					
Comprehensive LGBTQ+					
Childhood Adolescent sexuality issues (Especially the effects of early sexual abuse)					
Substance Abuse Disorders					
Child and Adolescent development					
Child and Adolescent psychopathology					

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Suicide Prevention/Intervention/Safety					
Family Focused Training (i.e. Family Finding, Team Decision Making, Family Group Decision Making, Signs of Safety, etc.)					