

# **Kansas Administrative Regulations**

## **Kansas Department for Children and Families**

### **Article 47.—Foster Care Licensing**

#### **30-47-109. Professional development; training.**

(a) Each staff member shall complete at least 10 clock-hours of orientation training within seven calendar days after the initial date of employment. The orientation training shall include the following topics:

(1) The center's policies and procedures, including emergency procedures, behavior management, and discipline;

(2) individual job duties and responsibilities;

(3) confidentiality;

(4) security procedures;

(5) recognition of harm as a result of physical, mental, or emotional abuse or neglect or sexual abuse and the reporting requirements of K.S.A. 2019 Supp. 38-2223, and amendments thereto;

(6) the symptoms of infectious disease, infection control, and universal precautions;

(7) statutes and regulations governing juvenile crisis intervention centers;

(8) the schedule of daily activities;

(9) principles of trauma-informed care;

(10) indicators of self-harming behaviors and suicidal tendencies; and

(11) care and supervision of juveniles.

(b) Each direct care staff member shall complete an additional 40 clock-hours of orientation training before being counted in the ratio of direct care staff members to juveniles. The additional training shall include the following topics:

(1) Crisis management;

(2) human trafficking and exploitation;

(3) indicators of self-harming behaviors or suicidal tendencies and knowledge of appropriate intervention measures;

(4) indicators of gang involvement;

(5) intervention techniques for problem or conflict resolution, diffusion of anger, and de-escalation methods;

(6) principles of trauma-informed care and trauma-specific intervention;

(7) report writing and documentation methods;

(8) the designated juvenile crisis intervention center safety intervention program.

(c) Each staff member shall complete at least 20 clock-hours of in-service training each year. In-service training topics shall be based on individual job duties and responsibilities, meet individual learning needs, and be designed to maintain the knowledge and skills needed to comply with center policies and procedures and the regulations governing juvenile crisis intervention centers.

(d) At least one staff member who is counted in the ratio of direct care staff members to juveniles and who has current certification in first aid and current certification in cardiopulmonary resuscitation shall be at the center at all times.

(e) If nonprescription or prescription medication is administered to juveniles, each permittee and each licensee shall designate professional staff members or direct care staff members to administer the medication. Before administering any medication, each designated staff member shall receive training in medication administration.

(f) Each person's in-service training shall be documented in that individual's personnel file.

(g) Each volunteer shall complete orientation training before volunteering at the facility. The orientation training shall include the following topics:

(1) Facility policies and procedures, including emergency procedures, behavior management, and discipline; and

(2) confidentiality.

(Authorized by K.S.A. 65-536, 75-3084, and 75-3085; implementing K.S.A. 65-504, 65-508, and 65-536; effective June 7, 2024.)

\*\*\*\*\* Authenticated Kansas Administrative Regulation \*\*\*\*\*