

83.20 Curriculums
11/10/09
CCDET

CBRF Training and Registry Services



University of Wisconsin Oshkosh
CCDET
Center for Career Development
and Employability Training

About UW Oshkosh CCDET

- Recognized leader in regional and state training for > 20 years
- DQA/CCDET partnered for award-winning Caregiver Abuse & Neglect Prevention project
- Staff includes trainers, writers, curriculum developers, project managers, etc.
- Manage & track training via robust Learning Mgt System (LMS)

CBRF Project Areas

- Individual Instructor Application Process
 - Fire Safety, First Aid & Choking, Medication Administration, Standard Precautions
- Approved Instructor Registry
- Student Registry
- Standardized Curriculum
- Evaluation of Trainers
- Quality Assurance

Individual Instructor Approval Process

- Individuals rather than programs are approved based on qualifications
- Online application process through UWO expected to be available @ 02/10
- Only newly approved instructors may train beginning 4/1/10
- Application fee is \$100 - \$115
- Applicants must renew every 2 years

Approved Instructor Registry

- Approved instructors placed on public-access registry
- Sorted several ways
- Opportunity for trainers to "advertise"
- Providers have easy access to locate approved trainers

Student Registry

- Beginning 4/10, names of students who successfully complete required dept-approved training placed on public access registry
- Trainers submit names of students to UWO along with a \$25 fee per student.
- Registry allows providers and state staff to verify student course completion

Standardized Curriculum

- Standardized curriculum, developed by UWO and BAL must be used by all approved trainers eff. 4/01/10
- UWO provides curriculum to trainers at time of approval (except for CBRF First Aid & Choking)

Description of Curriculum

Each approved trainer will receive:

- Trainer's guide including dept-approved curriculum, activities, and trainer's notes
- Student guides
- Questions and answer sheets
- Informational pamphlet with instructions and helpful resources

Evaluation of Trainers

- Online student evaluations collected by CCDET
- Evaluation design under development
- Evaluations will be monitored and used in renewal decisions

Quality Assurance

- Trainer applications subject to 3rd party verification
- Random samples of applications verified for accuracy
- UWO will manage a trainer complaint process for use with trainer renewals
