

**441—117.7(237) Required in-service training.** At least six hours of in-service training are required to assist foster parents in confidently and effectively addressing the needs of children placed in foster care. Form 470-3341 shall be used to address in-service training needs. The training plan shall be developed with the department or retention and recruitment contractor and the foster parent annually.

**117.7(1) Providers of in-service training.** Foster parent in-service training may be provided by the department, a licensed child-placing or child-caring agency, or an agency, institution, or association with expertise in the training content. Agencies, institutions, or associations wishing to have a foster parent in-service training program or workshop approved shall submit application materials pursuant to rules 441—117.3(237) and 441—117.4(237).

**117.7(2) In-service training program approval requirements.**

*a. Content.* The program shall relate to the foster parent's role in providing foster care and the skills needed by a foster parent. Training shall be specific to developing each foster parent's skills for addressing the needs of foster children.

*b. Method.* The training shall be provided through one or more of the following methods:

- (1) Face-to-face or interactive virtual training to a group.
- (2) Face-to-face or interactive virtual training to an individual foster family.
- (3) Written materials.
- (4) DVDs or videotapes.
- (5) Internet training classes offered through the Iowa Foster and Adoptive Parents Association (IFAPA).
- (6) Internet training classes offered through [www.fosterparents.com](http://www.fosterparents.com), except for cardiopulmonary resuscitation and first-aid trainings, which are not approved.

*c. Credit hours.* Credit hours for approved training shall be as follows:

- (1) Group training shall receive one credit hour for each face-to-face or interactive virtual contact hour.
- (2) Written materials shall receive one credit hour for each 100 pages.
- (3) DVDs or videotapes shall receive one credit hour for each two program hours.
- (4) College courses shall receive one credit hour for each college credit hour.
- (5) Internet training classes shall receive one credit hour for each program hour. A maximum of three hours of training credit per year may be earned through the website [www.fosterparents.com](http://www.fosterparents.com).

*d. Approved training.* The following training programs shall be considered as meeting the in-service training requirements:

- (1) Workshops offered at the Iowa Association of Foster and Adoptive Parents' annual state conference.
- (2) Workshops offered at the National Foster Parent Association's annual conference.

**117.7(3) Foster parent training requirements.** Each individual foster parent shall complete six credit hours of department-approved in-service training annually when the foster parent has an approved one-year license or an approved two-year license.

*a. Renewal license.* For a one-year license renewal, each foster parent shall complete six hours of annual in-service training within the 12-month period beginning on the effective date of the foster parent's renewal license. For a two-year license renewal, each foster parent shall complete six hours of in-service training within the 12 months of the first license year beginning on the effective date of the two-year license renewal. For the second year of a two-year license renewal, each foster parent shall complete six hours of in-service training within the 12 months of the second year of the two-year license renewal.

*b. Content.* The choice of in-service training shall be based upon an assessment of the foster parent's training needs made by the foster parent and the recruitment and retention contractor in collaboration with the department licensing worker.

- (1) Each foster parent must complete the specific training required in rule 441—117.8(237).
- (2) At least three credit hours of the annual six hours of in-service training shall be group training.

(3) Except for the mandatory reporter training on child abuse identification class, training credit will not be allowed for any in-service training class that is repeated unless the class has been updated with new information.

*c. Documentation.* Each individual foster parent shall submit Form 470-2540 to the recruitment and retention contractor within 30 days after completion of each in-service training.

[**ARC 8010B**, IAB 7/29/09, effective 10/1/09; **ARC 0356C**, IAB 10/3/12, effective 12/1/12; **ARC 3185C**, IAB 7/5/17, effective 9/1/17; **ARC 6715C**, IAB 11/30/22, effective 2/1/23]