

THE PATH TO CERTIFICATION

A CHECKLIST FOR NEW CASEWORKERS

- Create an account on our [learning management system \(LMS\)](#) so you can enroll in each course listed below and then register for the classroom training sessions you want to attend.
- First, complete the [Welcome to Colorado Child Welfare \(WBT\)](#) (5 hours). You must complete this course before you participate in any of the others.
- Next, complete these courses in the following order:

HOTLINE AND RED TEAM: WHERE ASSESSMENT WITH FAMILIES BEGINS

- Complete the pre-test before you register for the classroom training
- Complete the Web-based Training (3 hours)
- Complete Mandatory Reporter Training (2 hours)
- In the [Trails Resource Center](#), review the PDF job aids and watch the video tutorials for:
 - Hotline
 - Client Search
 - Referral
- Complete the classroom training (13 hours)
- Complete the post-test and course evaluation after you attend the classroom training

SAFETY THROUGH ENGAGEMENT

- Complete the pre-test before you register for the classroom training
- In the [Trails Resource Center](#), review the PDF job aids and watch the video tutorials for:
 - Safety Assessment Tool
 - Risk Assessment Tool
 - Assessment with Founded Allegations
 - Cases
- Complete the classroom training (19.5 hours)
- Complete the post-test and course evaluation after you attend the classroom training

WORKING TOWARD CLOSURE

- Complete the pre-test before you register for the classroom training
- In the [Trails Resource Center](#), watch the video tutorials for:
 - Out-of-Home Placement
 - Family Services Plan
- Complete the classroom training (19.5 hours)
- Complete the post-test and course evaluation after you attend the classroom training

LEGAL PREPARATION FOR CASEWORKERS

- Complete the pre-test before you register for the classroom training.
- Complete the classroom training (14 hours).
- Complete the post-test and course evaluation after you attend the classroom training.

CHOOSE YOUR OWN TRAIL

- In the [Trails Resource Center](#), watch the video tutorial for Interviews, Contacts, and Visits
- Complete the classroom training (13 hours).

FUNDAMENTALS OF PRACTICE SIMULATION

- Select a role for the simulation experience in the LMS.
- Complete your simulation activity (1 hour).
- Participate in peer review (6 hours).
- Complete the [Transfer of Learning experiences](#).
- You may now request through the LMS that the State Training Unit certifies you. Congratulations!