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## Training Plan

Targeted Plan for:

FFYs 2025-2029 Child and Family Services Plan

FFY 2026 Annual Progress and Services Report

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Utah Department of  
**Health & Human Services**  
Child & Family Services

June 30, 2025

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ATTACHMENT E.

## INTRODUCTION

The Training Plan as submitted as a component of Utah’s FFY 2025-2029 Child and Family Services Plan has been implemented in the past year. This document reflects changes made to the original training plan.

## REVISIONS TO THE TRAINING PLAN

No changes are being made to the training courses and activities previously specified for the Division of Child and Family Services. The Community Partner Training Course Description was modified to specifically include legal partners. New courses have been added to the training courses and activities for the Division of Juvenile Justice and Youth Services are indicated in the table below. In addition, one course has been renamed and modified.

Training Provided by DCFS Professional Development Team to Community Partners

Course Title	Course Description	Setting/ Venue	Proposed Provider	Approximate Number of hours/ days	Audience	Frequency	Title IV-E Administrative Functions*	Duration Category
Community Partner Training	Community partners may include DCFS contracted providers, tribal partners, educational providers, legal partners, and other community partners. Participants learn about DCFS Practice Model Principles and Skills and how they can utilize those skills as they provide services to families in the community. As well as an overview of the DCFS system, reporting laws, ICWA, and other child welfare topics that may be requested. These trainings are delivered by the Professional Development Team, therefore the cost/cost allocation for this is reflected in DCFS employee training total.	Virtual	Self-Taught	4 hours	Current Contracted Provider Agencies	As needed	Referral to services, development of a case plan, case review, case management and supervision	Short-Term

\*This column is used to determine if allowable Title IV-E federal matching funds are available and to calculate the IV-E reimbursable portion of training costs, based on 45 CFR 1356.60 and the Child Welfare Policy Manual Section 8.1. H.

Division of Juvenile Justice and Youth Services

Employee Training

Core (Yes/No)	Course Title	Course Description	Setting/ Venue	Proposed Provider	Approx Number of hours/ days	Taught as In-Service Training	Audience	Pre-requisites	Fre-quency	Title IV-E Adminis-trative Functions*	Duration Category
Yes	NEW COURSE: RNR and Stages of Change	Need for appropriate programming and fidelity in the way we deliver it. NIC 8 Principles of EBP, Risk, Need, Responsivity and Stages of Change.	Online or JJYS Training Center	JJYS Trainers	1 ¼ hours	No	All New Tech II's and YDS/YDAs	None	None	Supervision of youth and dev. of case plan	Short Term
Yes	MODIFIED COURSE Healthy Sexuality	This module will give new employees a basic understanding of problematic sexual behaviors and healthy sexuality for the youth they work with.	Online or JJYS Training Center	JJYS Trainers	1 hour	No	All New Tech II's and YDS/YDAs	None	None	Supervision of youth and dev. of case plan	Short Term
Yes	NEW COURSE CONNECT (held during NET)	Training on skills to work with and supervise youth with challenging behaviors with a focus on regulation and co-regulation of emotions to help prevent youth from having escalating behaviors.	Various	JJYS Trainers	8 hours	No	All staff	None	Review as needed	Case Management and Supervision	Short Term
Yes	NEW COURSE SafeSide	Suicide Prevention training with a focus on a framework of connect, assess, respond and extend	Online with a JJYS moderator	JJYS Moderator	3 hours	No	All Staff	None	Initial + Boosters	Case Management and Supervision	Short Term
Yes	NEW COURSE Specialized Intervention Plan (SIP)	When and how to develop an effective specialized intervention plan to address disruptive youth behaviors or conditions that need extra support	Online	JJYS Trainers	1 hour	No	Leads, Supervisors and APD's	None	Review as needed	Case Management and Supervision	Short Term
Yes	NEW COURSE Traumatic Brain Injury (TBI)	Recognizing the prevalence of and impacts of TBI on youth in JJYS	Online	JJYS Trainers	2 hours	No	All staff	None	Review as needed	Case Management and Supervision	Short Term

No changes have been made to the Cost Allocation Methodology. For administrative cost reimbursement, JJYS allocates eligible costs for training administration using Random Moment Sample results combined with the Title IV-E penetration rate. The estimated annualized total costs accumulated in the cost center for the administration of JJYS' Training Unit for FFY 2026 are \$1,022,480.78. Of the total costs posted to the Training Unit administration cost center, the great majority— 73%--of these costs may be personnel costs (\$746,411/ \$1,022,480.78). After applying the Random Moment Sample and Title IV-E penetration rate to the estimated total of \$1,022,480.78, \$105,316 (or 10.3%) of the total Training Unit administration costs were determined to be eligible as training related Title IV-E administrative costs.

For training cost reimbursement (at the 75% federal participation rate), JJYS allocates eligible direct training costs for training events using Random Moment Sample results combined with the Title IV-E penetration rate. The estimated annualized FY26 costs are \$108,478.58. None of the direct training costs will be personnel costs. After applying the Random Moment Sample and Title IV-E penetration rate to the \$108,478.58 in direct training cost estimate, \$11,173 (or 10.3%) of the total direct training costs may be eligible as Title IV-E direct training costs (eligible at the 75% federal participation rate).