



Ohio Administrative Code Rule 5139-36-10 Training and staff development.

Effective: December 23, 2022

(A) The CCF will implement written policies, procedures and practices for the training of all personnel.

(B) The training plan will be reviewed and updated based on an annual assessment that identifies current job-related training needs.

(C) The CCF will provide an initial eighty hours of orientation training for all new full-time, direct care staff before assuming independent responsibility for a particular job. All part-time staff employees, volunteers, and contract personnel will receive a formal orientation appropriate to their assignment and will receive additional training as needed.

(D) All direct care staff will receive at least forty hours of training on an annual basis exclusive of their eighty hours of orientation training. Training will include, at a minimum;

- (1) Supervision of juveniles
- (2) Juvenile rules and regulations
- (3) Rights and responsibilities of juveniles
- (4) Fire and emergency procedures
- (5) Emergency medical procedures
- (6) Blood-born pathogens
- (7) First aid/cardiopulmonary resuscitation (CPR)



(8) Safety and security procedures

(9) Report writing

(10) Safe method of response to resistance

(11) Interpersonal relations

(12) Cultural awareness

(13) Social/culture lifestyle of the juvenile population

(14) Child growth and development

(15) Communication skills

(16) Suicide assessment and prevention

(E) All full-time support employees who have minimal or no contact with juveniles will receive forty hours of orientation training and at least sixteen hours of training on an annual basis.

(F) All administrative, managerial, and professional staff will receive twenty hours of training annually exclusive of the forty hours of training required the first year of employment. Training will be appropriate to assigned duties and responsibilities.

(G) The training plan is developed, evaluated, and updated by the CCF's training committee or training coordinator, based on an annual assessment that identifies current job related needs.

(H) Documentation of staff training will include the following: date and location of training, specific subject matter, trainer's name, hours of training provided, and the name(s) and position of the staff trained.

(I) All CCF personnel are trained in the implementation of written emergency plans during the



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employee's initial orientation period and thereafter, annually.