



## Ohio Administrative Code

### Rule 5101:2-33-56 Training requirements for PCSA supervisors.

Effective: January 15, 2024

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(A) As used in this rule, "supervisor" is defined in rule 5101:2-1-01 of the Administrative Code.

(B) Public children services agency (PCSA) supervisors are to complete supervisory core training offered by the Ohio child welfare training program (OCWTP), including core course(s) in screening reports of child abuse, neglect, or dependency, during their first year of continuous employment as a supervisor.

(C) PCSA supervisors are to complete thirty hours of annual in-service training and/or coaching after their first year of continuous employment as part-time or full-time supervisors. The training and/or coaching activities are to be in areas relevant to the supervisor's assigned duties, approved by the PCSA director or designee, and entered into the statewide learning management system (LMS).

(D) PCSA supervisors are to complete an approved domestic violence training and an approved human trafficking training listed within the statewide LMS.

(1) PCSA supervisors hired after January 1, 2007, are to complete these trainings within two years of continuous employment as a supervisor if hired or promoted as a supervisor.

(2) PCSA supervisors who completed a domestic violence and a human trafficking training already recorded in the statewide LMS are exempt from this requirement.

(E) The PCSA director or designee shall work with each supervisor to complete the individual training needs assessment (ITNA) and follow the instructions set forth by the OCWTP for submission. The ITNA for a supervisor is to be completed at least once every two years. Training needs of a supervisor shall be based upon the following:

(1) Prior background, performance, and experience of the supervisor.



(2) Relevant assigned job duties and responsibilities of the supervisor.

(3) Competencies the supervisor and the immediate supervisor identify as needs.

(F) The supervisor and their immediate supervisor shall jointly develop a training plan. This training plan will be accessible within the statewide LMS. The PCSA may contact the OCWTP regional training centers for assistance in identifying appropriate training and/or coaching activities for the supervisor. For supervisors subject to the provisions of rule 5101:2-20-07 of the Administrative Code, at least six hours of the required thirty hours of ongoing training are to be courses related to adult protective services (APS).

(G) The PCSA is to be responsible for the following:

(1) Ensuring newly hired or promoted PCSA supervisors are provisioned into the statewide LMS within thirty days of the date of employment as a supervisor commences.

(2) Maintaining all work-related education and training records for PCSA supervisors and following the instructions set forth by the OCWTP for submission.