

NEDP State Trainers' Meeting

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December 2016

Welcome!



Please introduce yourself

- Name
- State
- Favorite Holiday Treat

Agenda

1. First Portfolio Review enhancements
2. NEDP State Trainers' Page
3. T Trainer Update
4. Next meeting at NEDPC Conference February 1-3, 2017

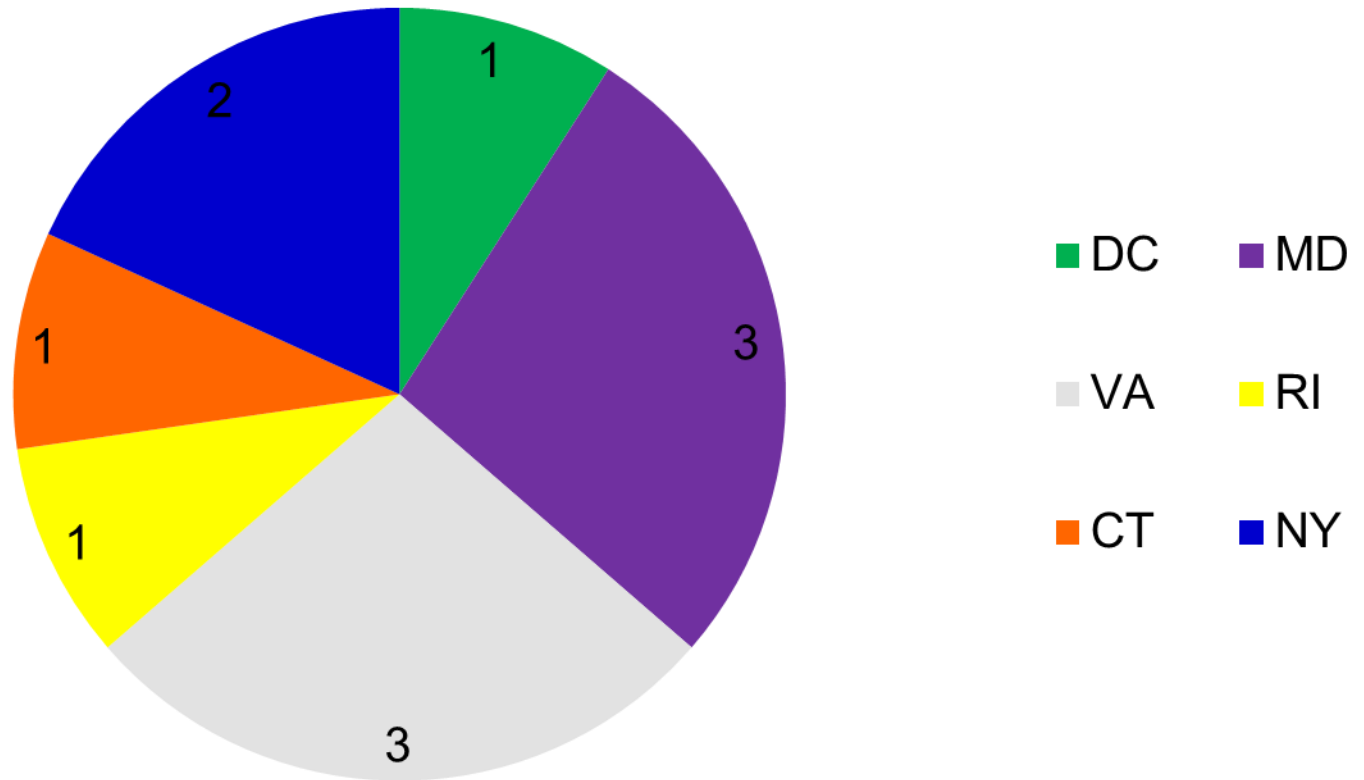
Enhanced First Portfolio Review

Purpose:

- Provide ongoing support and training for Assessors-in-Training as they implement the program with their first client.

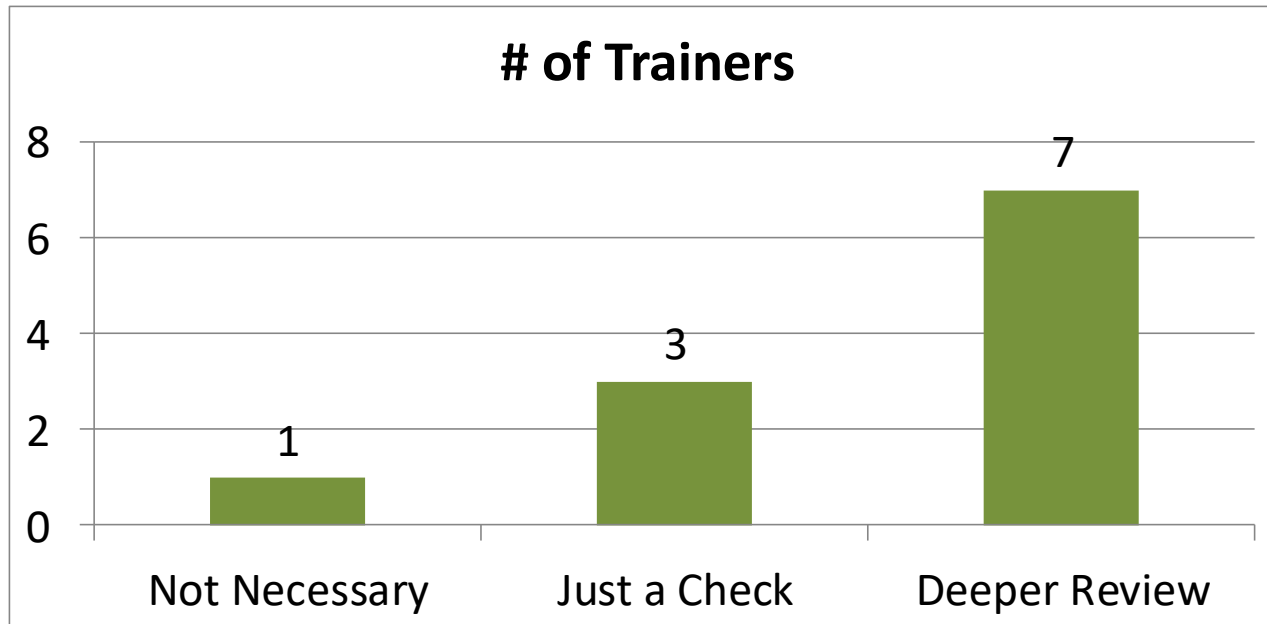
Survey Results

States Represented in Survey



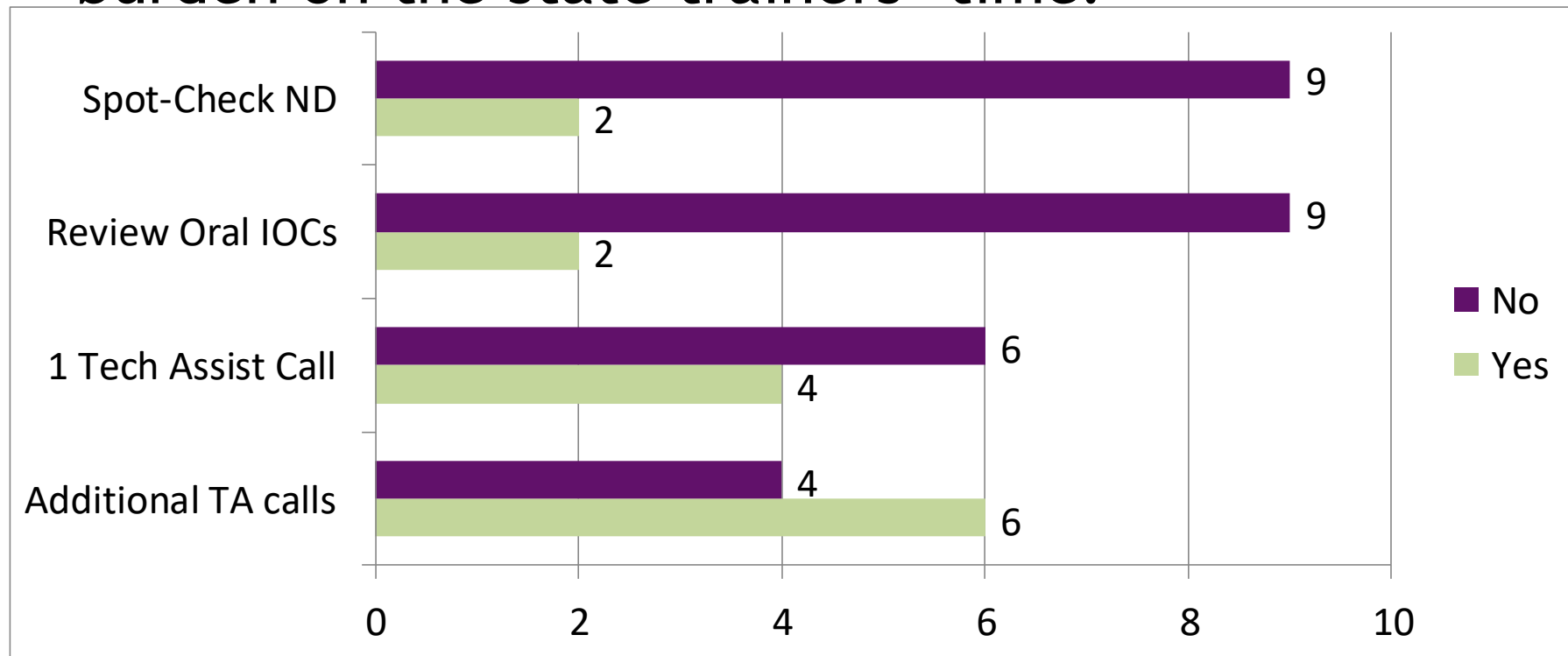
Survey Results- Diagnostics

Currently, the state trainer's review consists entirely of the trainee's work as an Assessor. Should a review of the trainee's first diagnostic client also be required for certification? If so, what would this look like?



Survey Results- Time Burden?

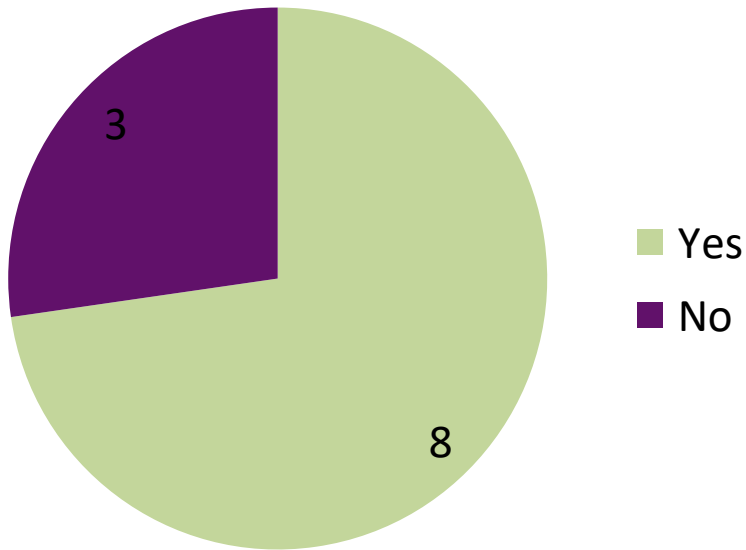
Would the following enhancements constitute a burden on the state trainers' time?



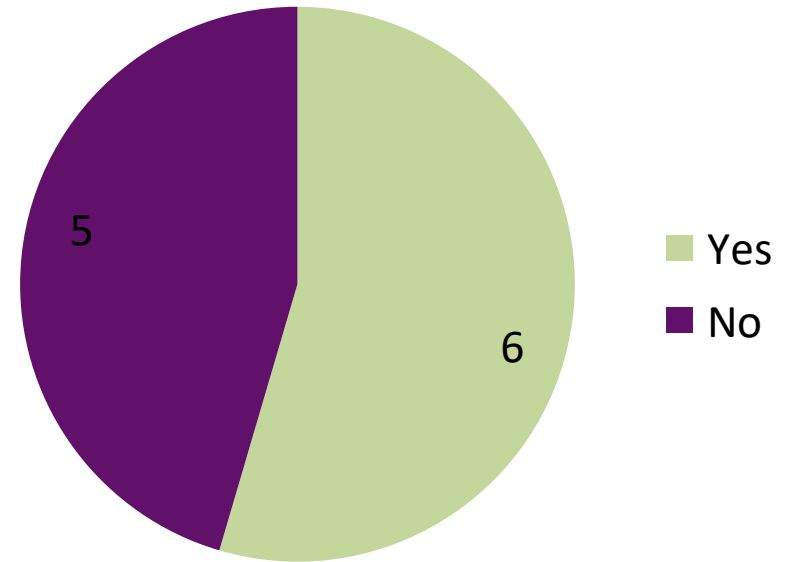
Survey Results- Guidance Docs?

Would it be helpful for the National Training Specialist/
State Trainers to create guidance documents outlining

First PR?



Tech Assistance?



Next Steps

- 12/16:** Gather additional ideas/opinions from state trainers
- 1/17:** Document decisions regarding first portfolio review for NEDP trainees (enhancements and ongoing technical assistance)
- 2/17:** Submit for approval by shareholders; make any necessary edits
- 3/17:** Publish on NEDP State Trainers' Page for use in future trainings.

NEDP State Trainers' Resource Page



- Will be located at NEDP.org
- Similar to CASAS Trainers' page
- Password protected
- Coming in Spring 2017

State Trainers' Page- Contents

- Five Training Modules
 - Most up-to-date PowerPoints
 - Blank Timelines (to assign sections to trainers)
 - Ancillary materials
- Training Planner
- Training Timeline- fillable
- Advisor/Assessor Certification and Training Record- fillable PDF
- Training Cohort Spreadsheet
- Eventually, NEDP State Trainers' Manual

Training Planner- Sneak Peek

Welcome to NEDP Implementation Training. We are excited to be working with you as you train to become a certified NEDP Advisor/Assessor.

All of the steps you need to complete the five training modules are outlined in this document. Keep this in a safe place so that you can access it at each step in the process. You may also wish to keep your CASAS/NEDP-related usernames and passwords here at your discretion.

A timeline with the steps is found on the last page of this document.

Step 1: Order the NEDP Implementation Training Pack

Use the attached order form to purchase the NEDP Training Pack. The pack includes three manuals (Diagnostic, Generalized Assessment, and College and Career Competency) plus shipping costs, plus a fee to CASAS for technical assistance during the training process. A complete training pack will need to be ordered for each trainee. Please email the order form to cohara@casas.org. The training pack takes approximately 2 weeks from order to delivery. Trainees will need the manuals beginning in Module 2.

Step 2: Create a CASAS account

1. Go to: CASAS Website (www.casas.org)
2. Click: Login (if you already have a user account on the CASAS Website) – OR – Register (if you need to Create a New Account)
3. Fill in your contact information and click Submit. This information is not

My CASAS login username is _____

My CASAS login password is _____

Step 3: Register for Training

1. Login to your CASAS account at www.casas.org
2. Click “Training Registration” - located in the middle-left of the screen



Training Timeline: Sneak Peek

NEDP® Implementation Training Timeline



Module 1

- 4 weeks before Module 1: Submit PO in-house for NEDP training/manuals
New Sites, submit PO for annual site fees and initial WEUs
- 2 weeks before Module 1: Order NEDP training/manuals from CASAS
Register for NEDP Implementation Training
Register for and begin CASAS Implementation Training
Read NEDP Pre-Training Unit (sent by Trainer)
- 1 week before Module 1: Register with GoToTraining when you receive the link from CASAS. Test your connection after you receive confirmation email from GoToTraining. **Save this email, as it will be used to enter the webinar.** Reminder emails will be sent prior to the training. (this section only needed with web modules)
- Module One:** ____/____/____ @ ____:____ (face-to-face or webinar?)
- Between Modules 1 & 2: Complete CASAS Implementation Training

Advisor/Assessor Training and Certification Record: Sneak Peek



NEDP Advisor/Assessor Training and Certification Record

Name: _____
(Print name as it should appear on the certificate.)

Advisor /Assessor Trainee Contact Information:

Agency Name: _____

Phone: _____ **Email:** _____

Training Module Dates	Trainee Client Work	State Trainer Portfolio Review	Completion
CASAS IT ____/____/____ Module One * ____/____/____ Module Two ____/____/____ Module Three / /	Trainee completed the Diagnostic phase for: _____ Client # _____	Date Completed: ____/____/____ State Trainer completing portfolio review: _____	Office use only: NEDP staff verification that all requirements have been met

Coming Soon

- HTML5 conversion
- T Trainer update in the works
- Opportunity to observe National Training in Spring 2017- dates TBA in January 2017
- Next NEDP State Trainers' Meeting will be face-to-face at NEDPC Conference in Arlington, VA Feb 1 - 3, 2017.

Thank you for attending!



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