



JUDICIAL COUNCIL OF CALIFORNIA

OPERATIONS AND PROGRAMS DIVISION
CENTER FOR FAMILIES, CHILDREN & THE COURTS

455 Golden Gate Avenue • San Francisco, California 94102-3688 Telephone 415-865-7739 • Fax 415-865-7217 • TDD 415-865-4272

CERTIFICATE OF PROFESSIONAL EDUCATION HOURS

Title: 2019 Standard 5.20 and Family Code Section 3200.5 Training: Understanding the Uniform Standards of Practice for Providers of Supervised Visitation

Date(s): September 30–October 2, 2019 (8:00 a.m. to 5:00 p.m., each day)

Location: Judicial Council of California
Northern/ Central Regional Office
2850 Gateway Oaks Drive, Suite 100
Sacramento, CA 95833

TOTAL EDUCATION HOURS: 25.0 (maximum for training)
▪ 22.5 hours towards 3 days in-person attendance at training
▪ 2.5 hours towards prerequisite assignments during the three-day training period including FC section 3200.5(d)(1)(B)

At the end of this document, please sign to verify the accuracy of your stated hours of attendance.

SEPTEMBER 30, 2019 (MONDAY)

<i>Attendance Only</i>	<i>Start/End Time</i>	<i>Session Title</i>	<i>Hrs</i>
<input checked="" type="checkbox"/>	8:00 a.m. – 5:00 p.m.	Role and Legal Responsibilities of the Professional Provider What is supervised visitation; types of provider; provision of service delivery Basic roles (and limitations) and legal responsibilities of the provider Understanding and balancing neutrality Decision-making strategies Basics of family and juvenile law	7.5 Hrs

OCTOBER 1, 2019 (TUESDAY)

<i>Attendance Only</i>	<i>Start/End Time</i>	<i>Session Title</i>	<i>Hrs</i>

<input checked="" type="checkbox"/>	8:00 a.m. – 5:00 p.m.	Key Requirements—Standard 5.20 and Family Code Section 3200.5 Skills and Concepts Segment Key provisions of Standard 5.20 and Family Code section 3200.5, which include: Screening, monitoring, and termination of visitation Conflict of interest Confidentiality Cultural competency (cultural sensitivity) Safety and security procedures (<i>referral, intake, screening, and orientation processes; ratio of children to provider; terms and conditions; child abduction, issues related to substance abuse, domestic violence, and sexual abuse cases</i>) Policies and procedures and program best practices	7.5 Hrs
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OCTOBER 2, 2019 (WEDNESDAY)

<i>Attendance Only</i>	<i>Start/End Time</i>	<i>Session Title</i>	<i>Hrs</i>
<input checked="" type="checkbox"/>	8:00 a.m. – 5:00 p.m.	Documentation Best Practices and Skills Development Segment Key documentation requirements Case recordings and written communications Maintenance and disclosure of records and record-keeping practices Supervised visitation report writing strategies	7.5 Hrs

All attendees **must** complete this section:

CERTIFICATION of COMPLETION—To be signed by all:

By signing below, the attendee affirms that the information provided above is true and correct, and that it accurately represents the number of education hours the attendee earned at the **September 30–October 2, 2019, Standard 5.20 and Family Code Section 3200.5 Training, in Sacramento, California.** *This training did not include Family Code section 3200.5(d)(1)(E) requirement and section (B) was completed by participant and verified by trainer for total education hours.

Signature:  Date: 10-2-19
 Name: Sally Fraser (Please Print)

CFCC Training Provider:



Shelly La Botte, J.D., California's Access to Visitation Grant Program Coordinator
 Judicial Council of California, Operations and Programs Division, Center for Families, Children & the Courts

REMINDER: Please keep this training certificate for your records. This is the **only** record of your having completed these conference courses pursuant to licensing authority requirements that you will receive.



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California Association of Supervised Visitation Service Providers (CASVSP)

Access to Visitation Grant Program

Pre-Requisite Training Assignments for Certificate of Attendance Education Hours
For Standard 5.20 and Family Code section 3200.5 Training
(September 30–October 2, 2019; Sacramento, CA)

Pre-Requisite Training Assignments	Complete	Incomplete	Trainer Initial for Completion
1. Listen to the audio: Josh Powell 911 call and answer the following questions: a. What should the supervised visitation provider have known BEFORE conducting the visit that day? b. What information from the intake process should the provider had gotten? c. List the details the provider should have known when making the 911 call?	SC		SC
2. Complete the On-line Mandated Child Abuse Reporting Training and bring your Certificate of Completion	SC		SC
3. Complete a minimum of three (3) Implicit Bias Tests and bring your three tests result pages	SC		SC
4. Complete and answer the following questions: a. Define what is documentation; and b. On the supervised visitation report, <u>circle</u> all the words you believe are <u>objective</u> words and <u>underline</u> all words that you believe are <u>subjective</u> words	SC		SC
5. Bring the following materials: 1. Copy of your individual and /or agency policies and procedures, if applicable 2. Judicial Council forms and applicable Family Code provisions set forth in the email confirmation and copy of Standard 5.20	SC		SC

Print Name: Sally Fraser

Date: September 30, 2019

Trainer Name/Signature: Shelly La Botte Shelly La Botte, Access to Visitation Grant Program Manager, CFCC

2019 Standard 5.20 and Family Code Section 3200.5 Training: Understanding the Uniform Standards of Practice for Providers of Supervised Visitation©

Judicial Council of California
Northern / Central Regional Office
2850 Gateway Oaks Drive, Suite 100
Tower Rooms (A–B)
Sacramento, CA 95833

September 30–October 2, 2019
8:00 a.m. to 5:00 p.m., each day

Judicial Council
Center for Families, Children & the Courts
Access to Visitation Grant Program
2850 Gateway Oaks Drive, Suite 100
Sacramento, California 95833
Contact Information: Shelly La Botte
(916) 643-076; e-mail: shelly.labotte@jud.ca.gov

CASVSP Contact Information: Debbie Comstock,
President, CASVSP at: info@casvsp.org

IMPORTANT NOTE: This is not a train-the-trainer training. Participants that attend the training are not approved or qualified to train on Standard 5.20 or Family Code section 3200.5(d)(1) requirements by merely attending this training class. Only Family Code sections 3200.5(d)(1), sections (A),(C),(D),(F),(G), (H),(I),(J), and (K) are covered in this three-day training. The three-day training also requires completion of the prerequisite requirements and activities for completion of the 25.0 total maximum education hours. This training is sponsored in partnership with the California Association of Supervised Visitation Service Providers (CASVSP).

Monday, September 30, 2019

ROLE AND LEGAL RESPONSIBILITIES OF THE PROFESSIONAL PROVIDER (7.5 hours)

8:00 – 9:00 a.m.	Overview of Agenda & Training Exercise
9:00 – 10:15 a.m.	The Role of a Professional Provider
10:15 – 10:30 a.m.	Break
10:30 – 12:00 p.m.	The Role of a Professional Provider (cont)



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ACCESS TO VISITATION GRANT PROGRAM

<https://www.courts.ca.gov/cfcc-accesstovisitation.htm>



CALIFORNIA ASSOCIATION OF
SUPERVISED VISITATION SERVICE PROVIDERS
(CASVSP); www.casvsp.org

Agenda©

12:00 – 1:00 p.m.	Lunch (on your own)
1:00 –3:00 p.m.	Role of the Professional Provider (cont)
3:00 – 3:15 p.m.	Break
3:15 – 5:00 p.m.	Role of the Professional Provider (cont)

Course Descriptions & Objectives—Monday, September 30, 2019

Legal Responsibilities and Role of the Professional Supervised Visitation Provider

Family Code section 3201 provides that “any supervised visitation maintained or imposed by the court shall be administered in accordance with section 26.2 of the California Standards of Judicial Administration recommended by the Judicial Council.” Section 26.2 was superseded by Standard 5.20 (*Uniform Standards of Practice for Providers of Supervised Visitation*). Standard 5.20 defines the standards of practice, including duties and obligations for providers of supervised visitation. Family Code section 3200.5(a) provides that “any standards for supervised visitation providers adopted by the Judicial Council pursuant to section 3200 shall conform to this section. A provider, as described in section 3200, shall be a professional or nonprofessional provider.” (*See Family Code section 3200.5(a)*).

Participants will learn about the required duties and obligations for a professional provider of supervised visitation, including role limitations; approaches in thinking about (and understanding) the basic role/s of a provider; steps to consider for professional decision-making; distinction between family and juvenile law; and how to maintain professional neutrality objectivity. The training will also highlight specific provisions within California Family Code section 3200.5 and Standard 5.20 as it relates to the general role of a provider.

Participants will:

1. Understand the legislative intent behind Standard 5.20 and the applicability of various provisions within California Family Code section 3200.5 regarding the role/s of the professional provider;
2. Become familiar with and know the required legal responsibilities and obligations for a professional provider;
3. Describe the basic roles and limitations of a professional provider;
4. Understand the distinction between family and juvenile law system;
5. Be able to improve decision-making strategies in supervised visitation; and
6. Implement tools and skills required for balancing professional neutrality.

Tuesday, October 1, 2019

KEY PROVISIONS OF STANDARD 5.20 AND FAMILY CODE SECTION 3200.5—SKILLS AND CONCEPTS FOR PROGRAM POLICIES AND PROCEDURES (7.5 hours)

8:00 – 10:15 a.m.	Role of the Professional Provider (cont)
10:15 – 10:30 a.m.	Break
10:30 – 12:00 p.m.	Key Provisions of Standard 5.20 and Family Code section 3200.5: Skills and Concepts
12:00 – 1:00 p.m.	Lunch (on your own)
1:00 – 3:00 p.m.	Key Provisions of Standard 5.20 and Family Code section 3200.5: Skills and Concepts (cont.)
3:00 – 3:15 p.m.	Break

3:15 – 5:00 p.m. Key Provisions of Standard 5.20 and Family Code section 3200.5: Skills and Concepts (cont.)

Course Descriptions & Objectives—Tuesday, October 1, 2019

Key Provisions of Standard 5.20 and Family Code section 3200.5—Skills and Concepts for Program Policies and Procedures

Through interactive activities (case scenarios, role-play, and group exercises) and instruction, the Key Provisions of Standard 5.20—Skills and Concepts segment will cover key elements of Standard 5.20 (i.e., sections (a) through (q)) and Family Code section 3200.5 (i.e., sections (d)(1)(A),(C),(D),(F),(H),(I), (J), and (K) for implementation of program policies and procedures. Discussion will include, but is not limited to the following:

- Safety and security procedures
- Referral process (case acceptance and denial)
- Intake, orientation, and safety screening processes
- Conflict of interest
- Confidentiality
- Ratio of children to provider
- Terms and conditions for service delivery
- Safety considerations for sexual abuse and domestic violence cases
- Monitoring, suspension and termination of services

Additionally, the training will incorporate safety and domestic violence concerns.

Participants will:

1. Articulate the key elements of Standard 5.20 and Family Code section 3200.5;
2. Identify important safety protection considerations;
3. Identify safety screening and monitoring features to be included in program service delivery design to address safety and protection concerns, including in cases of domestic violence and child abuse;
4. Learn key points in developing program service agreements;
5. Understand the difference between family and juvenile law systems; and
6. Be able to implement best practice program policies and procedures that are consistent with Standard 5.20 and Family Code section 3200.5.

Wednesday, October 2, 2019

PROGRAM IMPLEMENTATION OF BEST PRACTICES AND INTRODUCTION TO DOCUMENTATION AND WRITING REPORTS (7.5 hours)

8:00 – 10:00 a.m.	Overview of Training Concepts
10:00 – 10:15 a.m.	Break
10:15 – 12:00 p.m.	Program Implementation Best Practices
12:00 – 1:00 p.m.	Lunch (on your own)
1:00 – 3:00 p.m.	Documentation Skills Development—Writing the Supervised Visitation Report
3:00 – 3:15 p.m.	Break
3:15 – 4:00 p.m.	Documentation Skills Development (cont.)

- 4:00 – 4:45 p.m. Post-Test on Standard 5.20
4:50 – 5:00 p.m. Closing and Distribution of Certificates of Attendance

Course Descriptions & Objectives—Wednesday, October 2, 2019

Implementation of Best Practices and Introduction to Documentation—Writing Reports

Strategies and approaches for best practice implementation of Standard 5.20 will be discussed and demonstrated through role-play and sample forms and templates. In addition, professional supervised visitation providers are required to keep a record for each case and should produce a report about the supervised visit. This session will provide participants with information about what is required of the provider of supervised visitation (per the role of the provider) regarding recordkeeping, case recordings, and documentation requirements for writing supervised visitation reports. Through instruction and a video demonstration (“I Am Sam” video), the Introduction of Documentation Development segment will cover key elements of Standard 5.20 section (j), as well as provide guidance on how to write supervised visitation reports that are succinct, credible, objective, and fact-based.

Participants will:

1. Identify strategies for implementation of Standard 5.20;
2. Learn basic recordkeeping policies;
3. Become familiar with documentation model best practices;
4. Identify key elements for the maintenance and disclosure of records, including understanding what to incorporate in supervised visitation reports;
5. Learn key features of a quality visitation report; and
6. Gain knowledge of strategic written communications skills.

Professional Biography

Shelly La Botte, J.D., is the Access to Visitation Grant Coordinator for the State of California that provides state funding (federal funds) to the courts and their local community-based service provider to support noncustodial parents' access to and visitation with their children through supervised visitation and exchange services, parent education, and group counseling services. Ms. La Botte has made numerous presentations on grant management, supervised visitation services, domestic violence, and development of standards of practice. Ms. La Botte works on various public policy initiatives and assists with the development of statewide standards of practice and Rules of Court related to supervised visitation services. Ms. La Botte was a member of the Office on Violence Against Women, National Steering Committee Safe Havens Project: Supervised Visitation and Safe Exchange Grant Program, which served as a think tank for development of national standards of practice and served on the Supervised Visitation Network (SVN) Board of Directors for several years and co-chaired the SVN Standards and Guidelines Committee. Ms. La Botte provides technical assistance guidance and serves as a national, state, and local subject matter regarding implementation of model best practice supervised visitation programs for statewide courts and local community organizations. Ms. La Botte holds a Juris Doctorate degree.

Debbie Comstock MSW, CSW, has both her Bachelors and Master's Degrees in Social Work with an emphasis on children, youth and families. Ms. Comstock has worked in clinical therapeutic practice as well as community organizing and program development. She has also worked in advocacy roles in East County for over 20 years including the development of co-located services for and families through family resource centers and co-located coordinated services for domestic violence victims and their families. Ms. Comstock currently serves as President for The California Association of Supervised Visitation Services Providers (CASVSP) including a consultant as domestic violence expert. She is a trained Domestic violence and sexual assault advocate, and volunteered her time as a DVRT advocate in partnership with law enforcement. She is trained in the 52 week DVFT treatment program. In addition, she has served as the Co-chair for the East County Domestic Violence Coalition, Chair of the Domestic Violence/ Child Abuse subcommittee, and Executive Team member of the San Diego Domestic Violence Council. Important to her work is her ongoing consultation with Child Protective Services as it relates to the

reduction of trauma associated with child removal and impact of violence on children. Ms. Comstock is trained and certified on the Evidence Based Danger Assessment Tool and is advisory on the Lethality Assessment Protocol for Law Enforcement. She has provided an ongoing leadership role to the San Diego Trauma Informed Guide Team. As a leadership member of the San Diego Family Strengthening Network she trains agencies and organizations on the National Standards for Family Strengthening Practice as well as trauma informed care and trauma informed clinical practice.

This event will provide training applicable to the following categories:

- Up to 25.0 hours of continuing education for professional providers of supervised visitation and other multidisciplinary professionals regarding Family Code section 3200.5(d)(1) requirements—applicability applies only to those designated provisions outlined above. A total of up to 24.5 hours may be achieved for the September 30–October 2, 2019 training through the following: (1) Up to 22.5 hours of continuing education from in-person full attendance during the three-day period; and (2) Up to 2.5 hours for completion of required prerequisite assignments for the three-day training period.
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Acknowledgments

This training event is sponsored by the Judicial Council of California, Operations and Programs Division, Center for Families, Children & the Courts, Access to Visitation Grant Program, in collaboration with the California Association of Supervised Visitation Service Providers (CASVSP). The registration fee is paid directly to CASVSP. The training is free for court personnel.

Disclaimer

This is not a train-the-trainer training. Participants that attend the training are not being approved or qualified to train on Standard 5.20 and Family Code section 3200.5(d)(1) requirement merely by attending this training class. The training is designed to provide supervised visitation providers and multidisciplinary professionals with a statewide framework for comprehending, conceptualizing, and developing program policies and best practice requirements for the successful implementation of Standard 5.20 and Family Code section 3200.5. The agenda for this training has been designed, in part, to correspond to the subject areas specified in Standard 5.20 of the California Standards of Judicial Administration (Uniform Standards of Practice for Providers of Supervised Visitation) and Family Code section 3200.5 (d)(1). Participants are individually responsible for ensuring they meet statutory training compliance requirements. **Participants should note that the 25.0 hours of training credit does not cover all of the subject areas outlined under FC section 3200.5(d)(1).** Additionally, the points of views expressed in this training by presenters and in associated training materials are those of the authors and presenters and do not necessarily represent the official positions or policies of the Judicial Council of California.

Accessibility

The Judicial Council of California supports the Americans With Disabilities Act, which promotes public accessibility for persons with disabilities. If you require special equipment or services, please contact Shelly La Botte, CFCC California's Access to Visitation Grant Program Coordinator at, 916-643-7065 or email to shelly.labotte@jud.ca.gov.