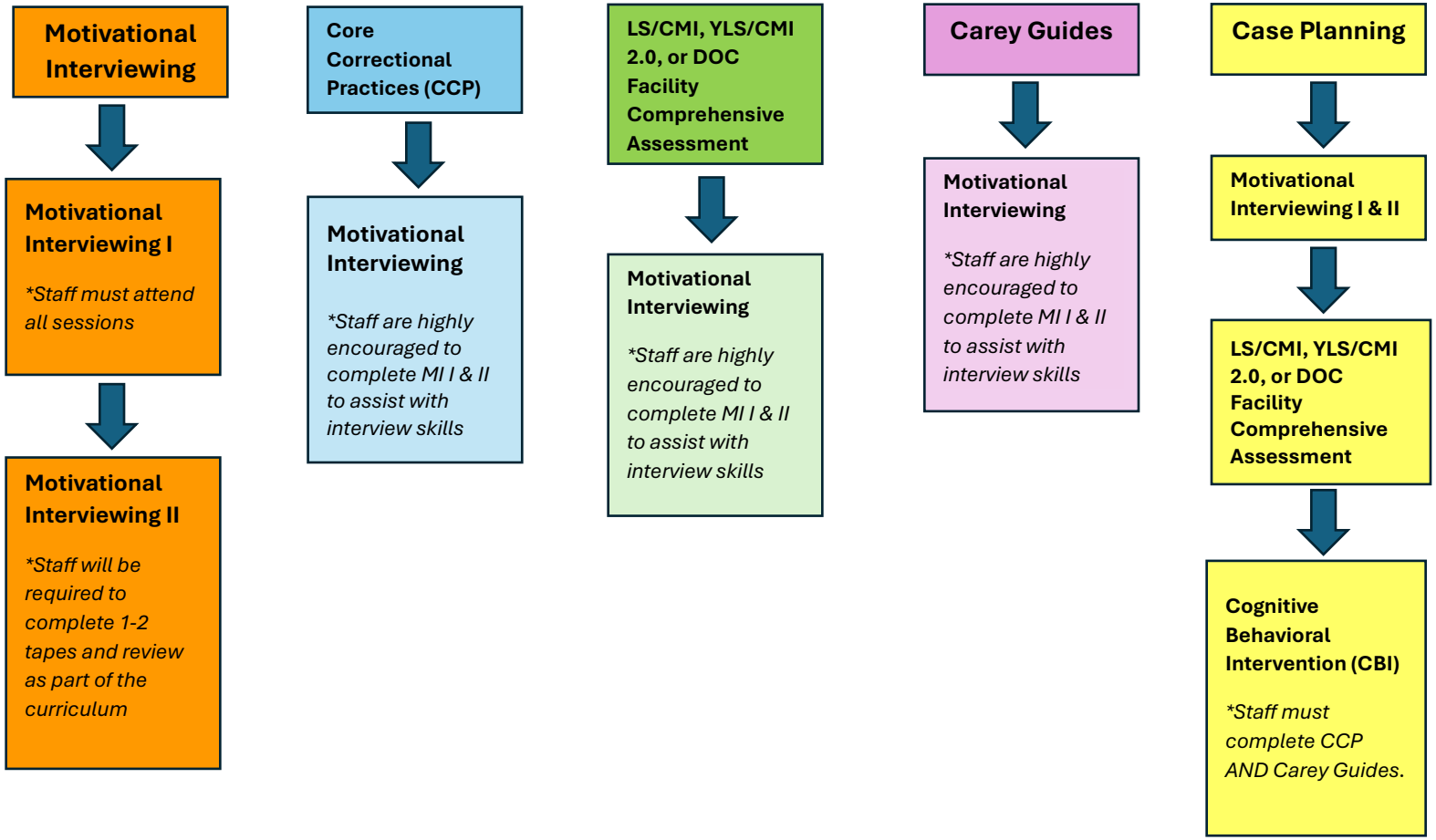
Evidence-Based Practices (EBP) Training Guidelines

General Guidelines

All participants must complete the Introduction to Evidence-Based Practices (EBP) online training in ELM before attending any EBP classroom sessions. Some training sessions also require mandatory pre-requisite courses. Please review the course descriptions and pre-requisites in the sections below.



Training Descriptions & Requirements

Motivational Interviewing – Level I (MI I)

- Participants must complete all sessions and meet all audio-tape requirements.
- Recommended as the first EBP training

Pre-requisite Checklist

☐ Intro to EBP certificate submitted to fs-training.doc@state.mn.us

Motivational Interviewing – Level II (MI II)

- MI I completion is required before registering.
- Delivered as:
    - Two half-day sessions (or modified for virtual delivery), or
    - Seven or eight coaching circles (agency discretion).
- Participants must complete all sessions and audio-tape requirements.
- After MI II, participants should continue skill development through QA processes (CoP, tape coding/coaching, refreshers, etc.).

Pre-requisite Checklist

☐ Intro to EBP certificate

☐ MI I certificate

(Both certificates submitted to fs-training.doc@state.mn.us)

Core Correctional Practices (CCP)

- Participants must attend all sessions.
- MI I & II is highly encouraged prior to attending.
- CCP and Carey Guides must be completed before registering for Case Planning training.

Pre-requisite Checklist

☐ Intro to EBP certificate submitted to fs-training.doc@state.mn.us

LS/CMI or YLS/CMI 2.0 Assessment – Initial User Training

- Participants must attend all sessions.
- MI I & II is highly encouraged prior to attending.
- Completion of this training and the Intro to EBP certificate are required to receive access to the DOC S3 Portal.

Pre-requisite Checklist

☐ Intro to EBP certificate submitted to fs-training.doc@state.mn.us

Carey Guides

- Participants must attend all sessions.
- MI I & II is highly encouraged prior to attending.
- Carey Guides must be completed before registering for Case Planning training.

Pre-requisite Checklist

☐ Intro to EBP certificate submitted to fs-training.doc@state.mn.us

Case Planning for the Corrections Professional – Initial User Training

- Participants must complete all sessions and meet all audio-tape requirements.
- Participants must have successfully completed:
    - MI I
    - MI II
    - Assessment training
    - Core Correctional Practices
    - Carey Guides
- Participants may register simultaneously for any required courses they have not yet completed.

Pre-requisite Checklist

☐ Intro to EBP certificate

☐ MI I certificate

☐ MI II certificate

☐ Core Correctional Practices certificate

☐ LS/CMI or YLS/CMI certificate

☐ Carey Guides certificate

(All certificates submitted to fs-training.doc@state.mn.us)

Accessing the Introduction to Evidence-Based Practices Training

- Required for all CCA, DOC, and CPO participants.
- DOC staff access the training through ELM.

- Non-state personnel must request an ELM user ID: Non-state personnel ELM access request
- After receiving access, use Microsoft Edge or Google Chrome and navigate to State of Minnesota Self Service Portal Sign-in:
    - Select Learning Management tile → Find Learning
    - Search for: Introduction to Evidence-Based Practices

Trainer Expectations and Support

- Trainers across delivery systems are supported by the EBP Advisory Committee.
- Many trainers carry full caseloads; therefore, they are not responsible for following up with participants regarding requirements.
- Trainers will communicate concerns through the Training Coordinator, Kelly Wheeler, who will contact supervisors/directors as needed.

Participant Expectations

- Attend all scheduled training sessions in full.
- Actively participate.

Participants who refuse to participate or disrupt training may be asked to leave. Trainers will communicate concerns through the Training Coordinator, Kelly Wheeler, who will contact supervisors/directors as needed.

Trainer Standards

- Trainers are supported in maintaining quality, integrity, and fidelity in all EBP curricula.
- Trainers must meet expectations set by their trainer groups to maintain trainer status.

Statewide Training Availability

EBP training may be offered statewide by individual agencies. When training becomes available, notify the DOC EBP Team, **DOC.EBP@state.mn.us,** to have it posted on the public training site or shared through the EBP Listerv.

Posted training can be accessed at: **mn.gov/doc** → Staff & Partners → EBP → EBP Training

This site also includes:

- Virtual EBP training ideas
- STA registration information and schedule
- Other training opportunities