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**TEAM FACULTY APPLICATION FOR**

**CHILD DEATH INVESTIGATION PROTOCOL TRAINING**

**Background**

The State Child Fatality Review Team under the direction of the Chief Medical Examiner’s Office identified a need for improved collaboration surrounding child death investigations, DCJS had a protocol developed to be used by law enforcement and child protective service investigators across the Commonwealth. The protocol calls for a uniform, collaborative response to child death investigations in Virginia.

Since then, DCJS has worked with key partners to train and disseminate the protocol to law enforcement and child protective services investigators in the Commonwealth. DCJS is seeking to continue to train law enforcement and child protective services investigators, and other key members of multidisciplinary teams (MDT) in Virginia, and has developed an opportunity to train a cadre of teams of volunteer trainers.

DCJS has secured 20 slots for a three-day Child Death Investigation training that is being facilitated by Justice 3D at the Central Virginia Police Training Academy in Lynchburg, Virginia on November 2-4, 2022.

An application process for teams of 2-4 members including at least one law enforcement and one CPS investigator to attend this training will be open on August 16, 2022. Additional members of the same MDT are encouraged to apply. Applicants will be selected in teams based on a variety of factors, including their geographic location, occupation, tenure in the position, tenure in the field of law enforcement, child welfare, etc., and the reason for their interest in becoming a trainer of the protocol. Teams will be selected with geographic representation in mind to ensure adequate coverage for future training on the *Child Death Protocol*.

**Application Open: August 16, 2022**

**Q&A Session: August 24, 2022 at 11am[[1]](#endnote-1)**

**Application Deadline: September 9, 2022**

**Notification of Selected Applicants: September 16, 2022**

The Q&A Session will provide an overview of the protocol, application details, and expectations of selected participants beyond the initial training. The Q&A session can be accessed on August 24 at 11:00 am at <https://us02web.zoom.us/j/83974364920> *Zoom Meeting ID: 839 7436 4920*

**Expectations for Selected Applicants**

DCJS is responsible for the $395 training fee as well as travel and per diem for 20 attendees. **Overnight lodging and per diem (for participants 60 or more miles away from the training facility) will be reimbursed by DCJS pending satisfactory completion of the three-day training**. Please note that this is on a reimbursement basis so all travel and per diem costs will be the responsibility of the applicant or applicant’s agency, subject to reimbursement for participants who satisfactorily complete the training. If an applicant does not satisfactorily finish the training course, they will be billed for the training fees, and no travel costs will be reimbursed.

In exchange for DCJS’ support for the training, upon successful completion of this train-the-trainer model training, teams (at least one law enforcement and CPS investigator) will be required to facilitate three trainings within their geographic region, with a minimum expectation of one training per year. Trainers and their respective agencies will be responsible for their time and travel except in extenuating circumstances where the training location is 60 miles or more from their home agency. In these circumstances, DCJS may pay for travel costs of the trainer(s) on a reimbursement basis.

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**Application for Training**

*(Individual members of a team must apply separately)*

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| Name: |  | | |
| Position: |  | | |
| Organization: |  | | |
| Address: |  | | |
| Phone: |  | Email: |  |

**What discipline do you represent?**

Law Enforcement

Child Protective Services

Commonwealth Attorney

Victim Witness/Advocacy

Mental Health

Forensics

Education

Other:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Who are you applying with? (name all team members) | | |  | | |
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|  | | |  | | |
| Representing Locality: |  | | | | |
| Number of years in your discipline: | |  | | | |
| Number of years in current position: | |  | | | |
| Number of years serving on a local/regional MDT: | |  | | | |
| Do you currently conduct investigations as part of your profession? | | | | Yes | No |
| 1. Describe your experience training other professionals. Please note if this training included child abuse, child death investigations, etc. | | | | | |
|  | | | | | |
| 2. Explain your interest in becoming a trainer of the Child Death Investigation Protocol and how it relates to your professional growth. | | | | | |
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| 3. Explain your role and participation on your local/regional MDT. | | | | | |
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**CERTIFICATION**

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| Does your organization support your commitment to being trained as a trainer of the DCJS Child Death Protocol? | Yes | No |
| Can you commit to the expectations of attending this training and conducting future training as stated in the Expectations of Selected Applicants *(page 1)*? | Yes | No |

All completed applications and a copy of a recent CV must be emailed to DCJS CJA Coordinator, Jenna Foster, at [jenna.foster@dcjs.virginia.gov](mailto:jenna.foster@dcjs.virginia.gov) by September 9, 2022. Selected applicants will be notified by September 16, 2022.

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| Signature of Applicant |  | Date |
|  |  |  |
| Signature of Supervisor |  | Date |

1. <https://us02web.zoom.us/j/83974364920> Zoom Meeting ID: 839 7436 4920 [↑](#endnote-ref-1)