###### High-Fidelity Wraparound Facilitator Credentialing Tracking Sheet DATE:

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| Facilitator:  | Phone:  | Email:  |
| Agency:  | Program:  | Start Date:  |
| Supervisor:  | Phone:  | Email:  |
| Coach:  | Phone:  | Email:  |

*There is a one-year timeline for facilitator credentialing. A three-month extension can be granted by the coach. Credentialing is valid for two years. By the end of the two years, facilitators need to be recredentialed. Please see the recredentialing tracking sheet for details.*

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| **Wraparound Observations** |
| **Activity** | **Requirement** | **Reviewer** | **Date Completed** | **Reviewer** | **Date Completed** |
| 1. Initial Engagement Meeting\*
 | 2 Passes (80% skills) |  | \* |  |  |
| 1. Youth/Family Preparation Meeting
 | 2 Passes (80% skills) |  |  |  |  |
| 1. First Team Meeting
 | 2 Passes (80% skills) |  |  |  |  |
| 1. Team Meeting
 | 2 Passes (80% skills) |  |  |  |  |
| 1. Crisis Prevention Plan Meeting
 | 2 Passes (80% skills) |  |  |  |  |
| 1. Transition Meeting\*
 | 2 Passes (80% skills) |  | \* |  |  |

The same youth/family cannot be used to pass the same meeting or document type.

\*Observation activities can have one behavioral rehearsal each as a pass (indicated with a \*). All other passes must be with a youth/family.

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| **Wraparound Documentation** |
| **Activity** | **Requirement** | **Reviewer** | **Date Completed** | **Reviewer** | **Date Completed** |
| 1. Strength, Needs, and Culture Discovery
 | 2 Passes (80% skills) |  |  |  |  |
| 1. Wraparound Plan
 | 2 Passes (80% skills) |  |  |  |  |
| 1. Functional Assessment
 | 2 Passes (80% skills) |  |  |  |  |
| 1. Crisis Prevention Plan
 | 2 Passes (80% skills) |  |  |  |  |
| 1. Contact Notes
 | 2 Passes (80% skills) |  |  |  |  |
| 1. Transition Documents\*
 | 2 Passes (80% skills) |  | \* |  |  |

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| Trainings |
| Training | Date |
| Register with the Colorado Cross-System Training Institute (CSTI) Learning Management System (LMS) (<https://learn.coloradocsti.org/>) |  |
| CDHS *Mandatory Reporter* (<https://www.coloradocwts.com/mandated-reporter-training>) |  |
| *System of Care Foundations* (1-hour web-based training) |  |
| *Introduction to High-Fidelity Wraparound* (2-hour web-based training) |  |
| Data system trainings as required by your funding streams such as CANS and NOMS |  |
| *Principles Meet Practice: An Introduction to High-Fidelity Wraparound* (32-hour instructor-led training) |  |
| *Mental Health First Aid* or *Youth Mental Health First Aid* (8 hours) (<https://www.mhfaco.org/findclass>) |  |
| *Trauma-Responsive Care* (8-hour instructor-led training if taken through August 2020, or combination of 4-hour web-based *Trauma-Responsive Care Foundations* and 4-hour instructor-led *Trauma-Responsive Care Applications* if taken September 2020 or later)  |  |
| If a CHRP provider, complete *Dual Diagnosis Foundations: Working with Individuals with Intellectual/Developmental Disabilities and Mental Health Needs* (12-hour instructor-led training) |  |
| *Motivational Interviewing* (16 hours), either Motivational Interviewing for High-Fidelity Wraparound through CSTI or another Motivational Interviewing training |  |

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| CoachingWithin six months of hire, wraparound facilitators must participate in at least 20 hours of coaching from a State of Colorado-approved coach, which must include 10 hours of individual coaching. Within 12 months of hire, wraparound facilitators must participate in at least 40 hours (total) of coaching from a State of Colorado-approved coach, which must include 20 hours of individual coaching until credentialed. Participation in high-fidelity wraparound group professional development (e.g., agency or community group coaching, high-fidelity wraparound community of practice) can count toward the total hours but would not satisfy the requirement of individual coaching hours. |
| Date | Hours | Type |
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| Fidelity ScoreWraparound facilitators must achieve 85% overall fidelity (across all clients and phases) at 12 months using the State of Colorado approved fidelity measure. Data from a minimum of 3 families for the first 3 phases, or 50% of caseload if caseload is less than 6 families per year, must be included in the fidelity measure. For Transition phase, a minimum of 1 family is required. |
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| **Coaching, Credentialing, and Training Survey** |
| **Survey** | **Date** |
| Initial (within first 6 months after starting coaching) |  |
| Second (within 6 to 12 months after starting coaching, 6 months after the initial survey) |  |
| Third+ (if credentialing not completed within 12 months, additional surveys should be completed every 6 months) |  |

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| Color Coding |
| Completed within 1 month |
| Completed within 3 months |
| Completed within 6 months |
| Completed within 12 months |