



CABINET FOR HEALTH AND FAMILY SERVICES
OFFICE OF THE SECRETARY

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Contract Correspondence Transmittal (CCT)

CCT Number: 12-06	Date of Issue: May 10, 2012
Division/Branch: Protection and Permanency	
Key Words/Phrases: Pediatric Abusive Head Trauma Training	
Attachments/Forms: Instructions for PCCs to access Pediatric Abusive Head Trauma Training and Personnel Update Form	

Dear PCC/PCP Provider,

In 2010, KRS 199.464 became effective. This law requires all foster parents to receive training in pediatric abusive head trauma. The initial training for all foster parents must be completed by December 31, 2013. Thereafter, foster parents are required to attend a training once every five (5) years. **Only** Cabinet approved training will meet the requirements of KRS 199.464. Similar training from a different source will not qualify as meeting the requirement of KRS 199.464.

Foster parents will have the option to receive the pediatric abusive head trauma training through regional group training events or through TRIS (Training Records Information System) online training. Identified staff have begun providing this group training at several venues, including the annual medically fragile training conference, as well as regional training events. Additional group trainings will continue to be available and can be arranged through the regional training coordinator or the regional nurse consultant inspector as needed. Instructions for access to the online training are attached. Questions regarding compliance and TRIS can be directed to Marie Johnson at Marie.Johnson@EKU.EDU.

If you have questions concerning this transmittal, please contact Julie.Cubert@ky.gov or Lea.Sallings@ky.gov.

Sincerely,

Tina Webb
Assistant Director

Enclosure: Instructions for PCCs to access Pediatric Abusive Head Trauma Training and Personnel Update Form



Instructions for PCCs to access Pediatric Abusive Head Trauma Web Based Training

- Click on the following link to access the Pediatric Abusive Head Trauma <http://www.training.eku.edu/abusiveheadtraumawbt/>.
- If you have a username/password enter this information and click login. (Username: firstname.lastname Password: last 4 digits of SSN)
- If you do not have a username or password you will need to fill out a personnel update form that is attached.
- Once the personnel update form is fill out, fax form back to Marie Johnson at 859-622-6399.
- Once your information is entered into TRIS (Training Records Information System), you will be able to log in and complete the Pediatric Abusive Head Trauma Web Based Training.
- Upon completion you will automatically receive 1.5 hours of training credit.
- Each parent in the household will need to complete the online training to receive training credit.

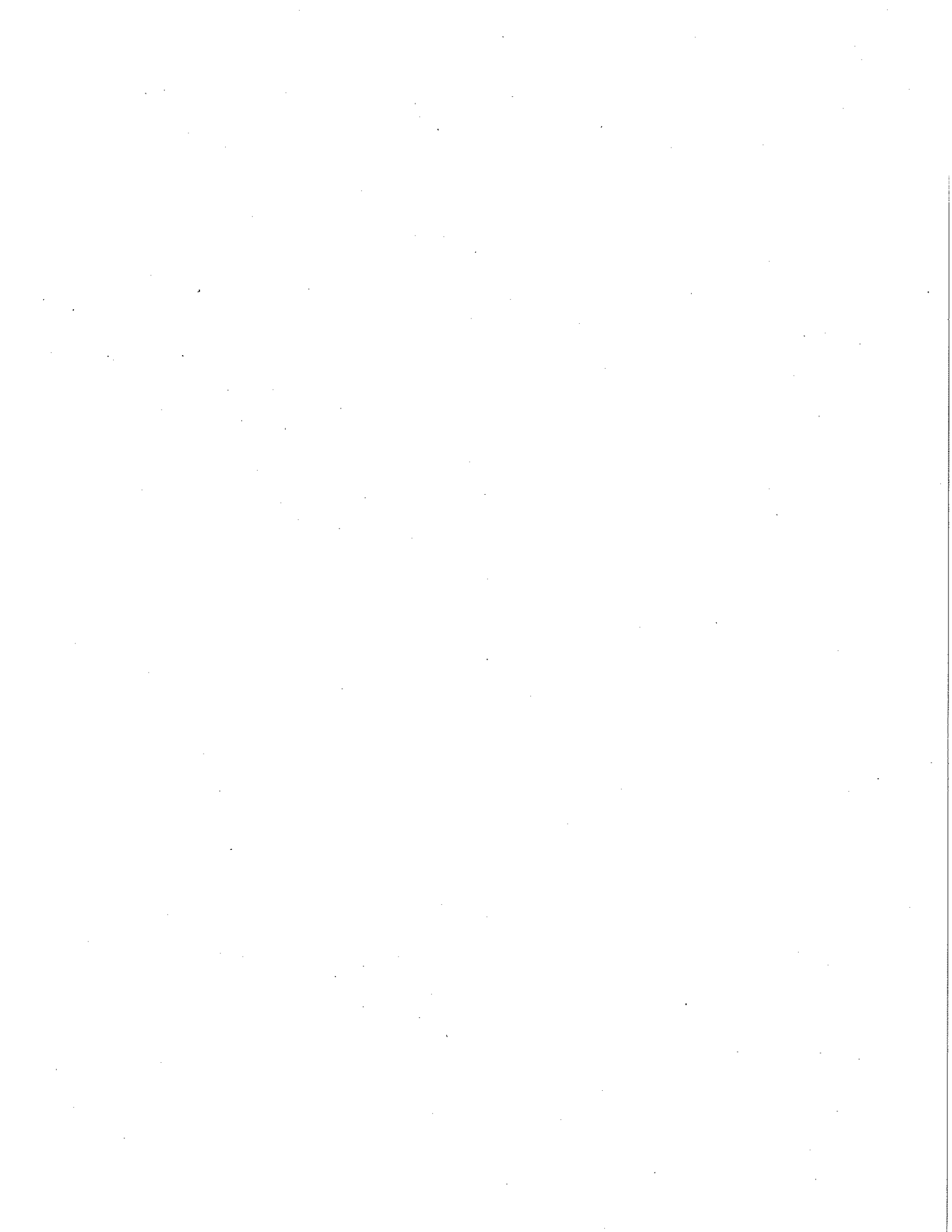
If you have any questions or concerns, please feel free to contact:

Marie Johnson

859-622-6212 office

859-661-2031 cell

marie.johnson@eku.edu





CABINET FOR HEALTH AND FAMILY SERVICES
RESIDENTIAL WORKER COMPETENCY PROGRAM
PERSONNEL UPDATE FORM

TRIS
PERSONNEL

COUNTY CODES:

001 Adair
002 Allen
003 Anderson
004 Ballard
005 Barren
006 Bath
007 Bell
008 Boone
009 Bourbon
010 Boyd
011 Boyle
012 Bracken
013 Breathitt
014 Breckinridge
015 Bullitt
016 Butler
017 Caldwell
018 Calloway
019 Campbell
020 Carlisle
021 Carroll
022 Carter
023 Casey
024 Christian
025 Clark
026 Clay
027 Clinton
028 Crittenden
029 Cumberland
030 Daviess

061 Knox
062 Larue
063 Laurel
064 Lawrence
065 Lee
066 Leslie
067 Letcher
068 Lewis
069 Lincoln
070 Livingston
071 Logan
072 Lyon
073 McCracken
074 McCreary
075 McLean
076 Madison
077 Magoffin
078 Marion
079 Marshall
080 Martin
081 Mason
082 Meade
083 Menifee
084 Mercer
085 Metcalfe
086 Monroe
087 Montgomery
088 Morgan
089 Muhlenburg
090 Nelson

RACE CODES:

0 Caucasian
1 African-American
2 Hispanic
3 Asian
4 American Indian
5 Other
6 Not Specified

031 Edmonson
032 Elliott
033 Estill
034 Fayette
035 Fleming
036 Floyd
037 Franklin
038 Fulton
039 Gallatin
040 Garrard
041 Grant
042 Graves
043 Grayson
044 Green
045 Greenup
046 Hancock
047 Hardin
048 Harlan
049 Harrison
050 Hart
051 Henderson
052 Henry
053 Hickman
054 Hopkins
055 Jackson
056 Jefferson
057 Jessamine
058 Johnson
059 Kenton
060 Knott

091 Nicholas
092 Ohio
093 Oldham
094 Owen
095 Owsley
096 Pendleton
097 Perry
098 Pike
099 Powell
100 Pulaski
101 Robertson
102 Rockcastle
103 Rowan
104 Russell
105 Scott
106 Shelby
107 Simpson
108 Spencer
109 Taylor
110 Todd
111 Trigg
112 Trimble
113 Union
114 Warren
115 Washington
116 Wayne
117 Webster
118 Whitley
119 Wolfe
120 Woodford



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**TRIS
PERSONNEL**

