

Hello,

You are receiving this packet because you are enrolled in the Resource Familiy Training (RFT) precertification classes.

The attached handouts will be discussed and reviewed during the five training classes. Please, keep these handouts for future reference and have them available during the classes.

We want to be able to give everyone full credit for attending each class. The class rules below help us know you are attentive and engaged and should get full credit for participating:

- You must have a device that has camera and microphone access for active participate
- Your camera must remain on during each training class in order to receive full credit for trainings and you must remaining in the camera's view.
 - Note: If you need to step away briefly to care for a child or get a snack, please put BRB (be right back) in the chat and we will know you plan to return soon.
- No driving a vehicle when attending training class for safety
- You cannot be a passenger in a vehicle that is being driven by someone else due to confidentiality
- Please do not attend in a public setting due to confidentiaility
- No off-hand tasks, such as washing dishes, watching TV, being excessively on your phone, folding laundry, moving around excessively, etc.

If you have any questions, please contact us at (805) 781-1705. Thank you!

Sincerely,

Department of Social Services Training Unit