

2024-2025 Harlan County Public Schools Training Compliance Checklist

(<http://www.harlan.k12.ky.us/pdf/Personnel/TrainingCompliance/TrainingComplianceChecklist.pdf> or <http://harlan.k12.ky.us/employment.html>,

Employment Packet and Employee Compliance Training, Required Documents, Training Compliance Checklist)

Please initial all trainings you have received and sign the bottom acknowledging completion of each training.

1. **Restraint & Seclusion** - Compliance with 704 KAR 7.160. **All school personnel** shall be trained in state administrative regulations and school district policies & procedures regarding physical restraint and seclusion which includes positive behavioral supports. The Kentucky Department of Education offers online modules that meet the requirements for PBIS training under 704 KAR 7:160. The videos summarizing full implementation of school-wide PBIS as part of KDE's steps to prevent the Use of Physical Restraint and Seclusion and can be found at <https://cibrs.com/video-library/behavior/pbis-video-playlist/>.
2. **Suicide Prevention** (Compliance with KRS 156.095) - **All employees with job duties requiring direct contact with students in grades six through 12** shall annually complete a minimum one hour of high-quality suicide prevention training, including the recognition of signs and symptoms of possible mental illness. Such training shall be in-person, by live streaming, or via video recording and may be included in the four days of professional development required by statute (Policy reference 09.22). Annual training provided by district psychologists is the suggested format for delivery of this training. **An additional option is available:** [American Foundation for Suicide Prevention More Than Sad – Training for Educators and other School Personnel](http://www.harlan.kyschools.us/pdf/Personnel/TrainingCompliance/MoreThanSadSuicidePreventionEducation.pdf), [More Than Sad Training Certificate](http://www.harlan.kyschools.us/pdf/Personnel/TrainingCompliance/MoreThanSadSuicidePreventionEducationCertificate.pdf) (<http://www.harlan.kyschools.us/pdf/Personnel/TrainingCompliance/MoreThanSadSuicidePreventionEducation.pdf>, <http://www.harlan.kyschools.us/pdf/Personnel/TrainingCompliance/MoreThanSadSuicidePreventionEducationCertificate.pdf>).
A. As a teacher for students in grades 6 through 12, I understand that all students in these grades shall receive [suicide prevention awareness](#) information provided either in person, by live streaming, or via a video recording by September 15th of each year. <http://harlan.kyschools.us/pdf/Personnel/TrainingCompliance/StudentSuicideTrainingVideo/StudentSuicidePreventionTraining.mp4>
Additional Resources: [Kentucky Division of Behavioral Health Student Training Components](#), [Kentucky Suicide Prevention Curriculum for Grades 10-11](#)
3. **Confidentiality Training** - Please review the following to complete online training: **Family Educational Rights and Privacy Act (FERPA)** - <https://www.youtube.com/watch?v=nhlDkS8hvMU>, <https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>, **Individuals w/ Disabilities Education Act of 2004 (IDEA)** - <https://sites.ed.gov/idea/about-idea>. **Classified staff** should review the following slides developed/made available by the Southeast South-Central Educational Cooperative: [Confidentiality for Classified Staff](#) and [Confidentiality Scenarios](#) (<http://harlan.k12.ky.us/pdf/Personnel/TrainingCompliance/ConfidentialityforClassifiedStaff.pdf>, <http://harlan.k12.ky.us/pdf/Personnel/TrainingCompliance/ConfidentialityScenarios.pdf>).
*I have received training in the confidentiality procedures above and understand that I am required to comply with these laws and can be subject disciplinary action for non-compliance. **All school personnel**
4. **Bloodborne Pathogens** - Please review the following to complete online training: **Bloodborne Pathogen Training for School Personnel** - <https://www.youtube.com/watch?v=wAMvg4cbviA>, **Bloodborne Pathogens for OSHA Update** - <http://www.harlan.kyschools.us/pdf/Personnel/TrainingCompliance/OSHASTaffTrainingBBP.pdf>. I have received training regarding bloodborne pathogens and I understand the safety precautions that must be taken when dealing with blood and bodily fluids. Compliance with board policy 3.14 and OSHS 1910.1030. **All school personnel**
5. The Department of Criminal Justice Training (DOCJT) offers **Active Shooter Training** as required by Senate Bill 1. Please see the link below to access this required training video. Please be reminded that any staff member (certified, classified or paraprofessional) who will have contact with students must view this video/training. Also, it is recommended to review the '[Guidelines for Viewing](#)' document prior to watching: <https://vimeo.com/521104815/917354ec48>. Additionally, I have received a copy of and understand my role in the school safety plan available at each school in the HCPS District. **All school personnel**
6. **Mandatory reporting of child abuse** - KRS 620.030 states that everyone who has reasonable cause to believe that a child is dependent, abused or neglected should report this information to the proper authorities; however, teachers are required to submit a more detailed report as part of their professional duties. SB 119 amended KRS 156.095 requiring all current school administrators, certified personnel, office staff, instructional assistants, and coaches and extracurricular sponsors who are employed by the school district to complete a KDE approved comprehensive evidence-informed training on child abuse and neglect prevention, recognition, and reporting. Please review the KDE approved training titled "*SB119 Recognizing and Reporting Child Abuse and Neglect*" thoroughly with all above mentioned staff and collectively complete the "Child Abuse, Neglect, and Dependency Training Post-Training Assessment". **Child Abuse and Neglect Training and Assessment** - <http://www.harlan.kyschools.us/pdf/Personnel/TrainingCompliance/CAN.pdf>.
7. HB 147 requirement states **all current Principals, Guidance Counselors and Teachers** must have 1 hour of **Seizure Training**. The Epilepsy Foundation of Kentuckiana is excited to announce that the **Seizure Training for Educators** program is now available for educators to access. This program is approximately **1-hour** in length, fulfills the requirements of HB 147, and will ensure that educators in Kentucky are properly trained to recognize and respond to multiple seizure types, as well as emotionally support a student with epilepsy while at school. You can access the training by clicking on the following link: <https://www.brainshark.com/efky/vu?pi=zHFzyVwezaJAaz0>

Name (print/signature) _____ / _____ School _____ Date _____