

## CW 5762 - Introduction to KIDS

Miscellaneous  
December 16-17, 2009

### PRESENTED BY:

**Evan Brown & Reggie Givens**  
Child Welfare Training Program

### TRAINING SITE:

OU / DHS Training Center  
KIDS Lab  
617 W Rock Creek Road  
Norman, OK 73069

### COURSE DESCRIPTION:

The Introduction to KIDS course is a navigational training of the OKDHS KIDS database system. This two-day training will focus on the function of the database system and will cover both CPS/Intake screens as well as Permanency Planning portions of the KIDS database system. Students will learn how to navigate through screens, save and change information, perform record copy functions, request approval as well as gain exposure to the majority of the screens in the KIDS system. While content will be covered in a limited capacity, for the purposes of the actual training, functional navigation of the system will be stressed as opposed to policy and content. Individuals who have taken this course have had less difficulty during the KIDS portions of CORE training.

### TRAINING GROUP:

This training is mandatory for all new workers prior to attending CORE excluding Case Aides and IV-E workers although they are able and encouraged to attend. It is ideal for those new workers with limited computer experience or limited exposure to the KIDS system. Participation is limited to 20 participants who have been referred by their Supervisors and who will be attending CORE.

### WORKSHOP HOURS:

Registration at 8:30 a.m.  
**Day 1:** 9:00 a.m. to 4:00 p.m.  
**Day 2:** 9:00 a.m. to 4:00 p.m.

*Participants are reminded that anyone missing more than 30 minutes of a workshop may not receive full credit for the workshop.*

### CANCELLATION:

***PLEASE DON'T BE A NO-SHOW.*** If you find you cannot attend after you have registered, please e-mail [childwelfaretraining@okdhs.org](mailto:childwelfaretraining@okdhs.org)

### LODGING ACCOMMODATIONS:

Lodging is available at the Holiday Inn, 1000 N. Interstate Drive, Norman, OK 73072. **Call 405-364-2882 to make your lodging arrangements.** A block of rooms will be reserved for training participants until **12/9/2009** and will be direct-billed to CCAN. If you make a reservation after this date has expired, you will be expected to pay for your room and apply for reimbursement through OKDHS. When making reservations please indicate that you are with the OKDHS Introduction to KIDS Training Block.

► **For individuals traveling in excess of 120 miles one way (map miles), lodging is available the night before.**

Visit our website: <http://www.ou.edu/cwtraining>

**\*OKDHS DRESS CODE IS ENFORCED DURING TRAINING\***