

## Entry Point Training Standards

|  | Entry Point Assessors <sup>1</sup> | Supervisors of Assessors | Program Managers and Directors <sup>2</sup> | Housing Program Staff <sup>3</sup> | EDs <sup>4</sup> |
|--|------------------------------------|--------------------------|---|------------------------------------|------------------|
| BT1 = Entry Point Basic Training, Part 1                   | *ASAP                              | <6 months                | <6 months                                   | <6 months                          | <6 months        |
| BT2 = Entry Point Basic Training, Part 2                   | *ASAP                              | <6 months                | <6 months                                   | <6 months                          |                  |
| BT3 = DV Screening and Safety Planning                     | *ASAP <sup>5</sup>                 | <6 months                | <6 months                                   | <6 months                          |                  |
| BTU = Annual Update  | yearly                             | yearly                   | yearly                                      | yearly                             |                  |
| CC1 = Cultural and Developmental Competence for TAY        | <6 months                          | <6 months                | <6 months                                   | <6 months                          |                  |
| CC2 = Creating Safe and Respectful Space for LGBTQ+ People | <6 months                          | <6 months                | <6 months                                   | <6 months                          |                  |
| CC3 = Developmental and Cultural Competence with Families  | <6 months                          | <6 months                | <6 months                                   | <6 months                          |                  |
| EBP1 = Housing First Framework                             | <18 months                         | <18 months               | <18 months                                  | <18 months                         |                  |
| EBP2 = Trauma and Its Impact                               | <18 months                         | <18 months               |   | <18 months                         |                  |
| EBP3 = Trauma Informed Care                                | <18 months                         | <18 months               | <18 months                                  | <18 months                         |                  |
| EBP4 = Motivational Interviewing                           | <18 months                         | <18 months               |   | <18 months                         |                  |
| EBP 5 = Harm Reduction Philosophy and Application          | Footnote 6                         |                          |   |                                    |                  |

<sup>1</sup> “Entry Point Assessors” are any direct-service staff who complete VI-SPDAT and/or Multi-Stage Assessment forms with clients, including Shelter staff, Outreach staff, Day Center staff and Walk-in Center staff. \*Assessors must attend these trainings before completing assessments with clients.

<sup>2</sup> This includes managers of shelters, day programs, outreach programs, housing programs, walk-in programs, or other direct service programs, and agency leaders who are directors of these programs or supervisors of these program managers.

<sup>3</sup> This includes housing case managers, housing navigators, housing locators, etc.

<sup>4</sup> In large agencies with multiple non-homeless services programming, this individual would be the top decision maker involved with homelessness services.

<sup>5</sup> If a direct supervisor has attended DV Screening and Safety Planning, an assessor can attend that training as soon as possible, but begin completing assessments directly after completing Entry Point Basic Training.

**Key:**

< X months = Existing staff: complete within x months from date of policy implementation.  
New staff: complete within x months after starting role or when offered within 12 mos.

**Entry Point Basic Trainings:**

BT1 = Entry Point Basic Training, Part 1  
BT2 = Entry Point Basic Training, Part 2  
BT3 = DV Screening and Safety Planning  
BTU = Annual Update

**Cultural and Developmental Competence Trainings:**

CC1 = Cultural and Developmental Competence for TAY  
CC2 = Creating Safe and Respectful Space for LGBTQ+ People  
CC3 = Developmental and Cultural Competence with Families

**Evidence-Based Practices:**

EBP1 = Housing First Framework  
EBP2 = Trauma and Its Impact  
EBP3 = Trauma Informed Care  
EBP4 = Motivational Interviewing  
EBP 5 = Harm Reduction Philosophy and Application<sup>6</sup>

**Position Specific:** specialized training may be required for Outreach Staff, STSS staff, Housing Locators / Navigators, and other positions as needed.

**Note:** Agencies may request attendance credit for an Entry Point module if staff attended alternate training during the same timeframe and if the curriculum adequately covered the Entry Point module curriculum. To request the credit an agency must submit an overview of the alternative curriculum and documentation of staff's attendance to the Entry Point Referral Manager. The Training and Engagement Manager will review the alternative curriculum and authorize or deny the credit.

**Compliance Implications:**

1. Assessors who do not meet training requirements will not be allowed to administer Entry Point assessments
2. For Entry Point Implementing Partners – failure to meet training requirements could jeopardize funding
3. For housing programs – failure to participate in Entry Point training could jeopardize NOFA rankings.
4. The Entry Point Lead team will provide a list of training participants to each agency so the agency can track its training compliance.

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<sup>6</sup> Outreach staff are strongly encouraged to attend this training.