



First Steps Learning Management System (LMS): Course Catalog

LMS Course Catalog

First Steps LMS

The First Steps Learning Management System (LMS) Course Catalog outlines training available for staff. This catalog supports Leadership in developing training plans and completing HFA Training Trackers. The section below outlines the types of courses and prerequisites offered in the First Steps LMS. Please get in touch with Shelby Smith if you have questions or require accommodations.

Key:

Closed Courses - requires registration and/or prerequisite.

Open Courses - available to all staff who have completed Foundations Stop Gap or Core Training.

Closed Courses:

- **Stop Gap Series** - A series of three self-paced courses required to begin serving families. An additional course is available for supervisors.

Open Enrollment Courses:

- **Curriculum Training** - This includes self-paced stop-gap training for Baby TALK, Mothers and Babies, and PATH. These courses are completed following the Stop Gap Series. Upon completion, staff are ready to use the specific curriculum with families or provide supervision of staff using the curriculum..
- **Screening Tool Training** - Self-paced courses designed to prepare staff to use the ASQ3, ASQ: SE-2, and PHQ-9. Upon completion staff can begin using the tool use with families or providing supervision of staff using the tool..
- **Evaluation Tool Training** - Self-paced courses designed to prepare staff to use tools with families or provide supervision of

Sample Training Plan

- To support staff onboarding and training, please see the sample training plan on page 7 of this document.

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Stop Gap Series is required before serving families or supervising direct service staff or supervisors. The series also provides the foundation for staff's role to prepare them for open enrollment courses.



10-2.H Orientation:
Building a Family Support
System to Prevent Child
Abuse & Neglect
(2 hours)



10-3.B Stop Gap:
HFA Advantage
(2 hours)



10-3.B Stop Gap:
Foundations for
Family Support
(10 hours with practical
application)



10-3.C Stop Gap:
Foundations for
Supervisors
(5 hours)

*Please note: To receive a certificate, all module units must be 100% complete.
LMS Trainers will be reviewing all activity submissions within 24 hours of completion.*

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Curriculum Trainings are open enrollment courses required before use with families or providing staff curriculum supervision. We recommend that staff complete the Stop Gap Series and HFA's three-month wraparound training before enrollment.

Stop Gap Curriculum Training prepares staff for core training; staff complete stop-gap training as a prerequisite to Core.



STOP GAP: BABY TALK

Baby TALK
(3 hours)



STOP GAP: MOTHERS & BABIES
(INTERIM)

Mothers and Babies
(3 hours)

Core Curriculum Training - The full PATH Core training is available as an open course for all staff.



PATH REPRODUCTIVE HEALTH & INTENTION
FRAMEWORK


PATH- Reproductive Health
& Intention Framework
(2 hours)

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Screening Tool Trainings are open enrollment courses required prior to administering with families or providing staff supervision using the tool.



ASQ
Ages & Stages
Questionnaires

First 5
First Step

AGES & STAGES QUESTIONNAIRE 3

10-6.B ASQ3
(3 hours)



ASQ
Ages & Stages
Questionnaires

First 5
First Step

AGES & STAGES QUESTIONNAIRE
SOCIAL-EMOTIONAL 2


10-6.C ASQ:SE-2
(3 hours)



First 5
First Step

NEW BABY QUESTIONNAIRE
(NBQ)

NBQ
(2.5 hours)



First 5
First Step

PATIENT HEALTH QUESTIONNAIRE 9 (PHQ9)

10-6.D PHQ-9
(3 hours)

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Evaluation Tool Trainings - Open enrollment courses that are required prior to use with families or providing supervision of staff using the tool.



UNIVERSITY OF IDAHO SURVEY OF PARENTING PRACTICE (UISPP)

UISPP
(30 mins)



HEALTHY FAMILIES PARENTING INVENTORY (HFPI)

HFPI
(2 hours)



PARENT SATISFACTION SURVEY

Parent Satisfaction Survey
(15 mins)

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Professional Development - Open enrollment courses that are required prior to use with families or providing supervision of staff using the tool.



OLS: Balanced Engagement
Supporting Caregiver & Child Learning During (and between!) Visits
with Dana Childress, PhD

**PROFESSIONAL DEVELOPMENT:
BALANCED ENGAGEMENT**

Balanced Engagement
(5 hours)



FROG SHORTS!

First Steps FROG Shorts

FROG Shorts
(5 hours)



PARENT SATISFACTION SURVEY

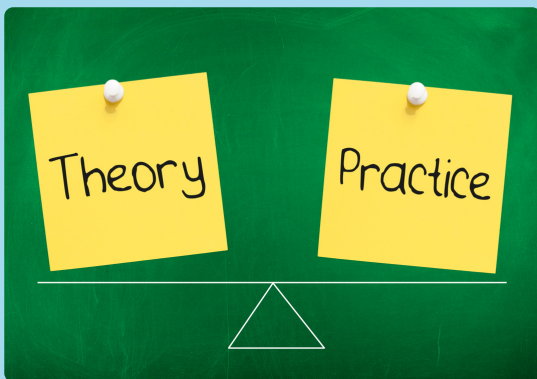
Parent Satisfaction Survey
(15 mins)

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Supervision & Professional Support

The First Steps LMS provides asynchronous training to prepare staff to begin working with families. Courses include practical application modules to bridge the LMS coursework to the field and supervision. Supervisors are responsible for providing supervision and professional support to ensure staff integrate their learning and identify areas for further help.

AAP-CA3 has developed several tools to guide staff and supervisors. We encourage Supervisors to be familiar with each course workbook to understand expectations for the staff and themselves.



Practical Application

- Shadows
- Role Play
- Scoring practice
- Extended learning



Workbooks

- Course Checklists
- Practical application
- Reflections
- Handouts

First Steps New Hire Sample Training Plan

Timeline	Training(s)	Location	
WEEK 1+	Site Specific Orientation HFA Quick Start Orientation	Site HFA LMS	<u>Wraparound Training For New Staff</u>
WEEK 1	First Steps Orientation	First Steps LMS 2 hours	3 Month Wrap Around
WEEK 2	HFA Advantage Stop Gap	First Steps LMS 2 hours	
WEEKS 3-4	Foundations for Family Support Stop-Gap (includes CCI - HFA LMS)	First Steps LMS 10 hours	
WEEK 5+	Tool Trainings UISPP - HFPI - ASQ3 - ASQSE2 - PSS - PHQ9	First Steps LMS varies	6 Month Wrap Around
PRIOR TO USE & CORE	Baby TALK Curriculum Stop-Gap Mothers & Babies Curriculum Stop-Gap	First Steps LMS 3 hours each	
PRIOR TO USE	PATH: Reproductive Health & Intentions	First Steps LMS 2 hours	12 Month Wrap Around
WITHIN 6 MONTHS	Foundations for Family Support Core FROG Scale Core	HFA LMS Hybrid: Live + Self-Paced	
WITHIN 6 MONTHS	Baby TALK Curriculum Core Mothers & Babies Curriculum Core	First Steps LMS Hybrid: Live + Self-Paced	