

# Oregon Child Forensic Interview Training 2018 Application Form

**This is not a registration form.** By submitting this form, you are applying to attend Oregon Child Forensic Interview Training (OCFIT). While we will strive to accommodate all applicants, applications are prioritized by ONCAIC, Regional Service Providers, and the Oregon Department of Justice based on training needs, position, and agency representation with first priority given to center-based interviewers. **You will be notified of acceptance or wait-list status by the date specified on page two of the application.**

Tuition payment should be submitted in the form of a check payable to ONCAIC. **We do not have the ability to take credit card payments at this time.** Further instructions can be found on page one of the application. If you have questions about payment, or think that your payment will not be received by the application deadline, please contact Sydney at [Sydney@childabuseintervention.org](mailto:Sydney@childabuseintervention.org).

If you're applying to OCFIT through a Child Abuse Intervention Center in your county or region, please contact that CAIC for additional instructions about payment or lodging arrangements.

**Applications that are not filled out completely will be returned and will not be considered until all information has been provided.**

# Oregon Child Forensic Interview Training 2018 Application Form

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**Submit your application and tuition by the application deadline (noted below) to:**

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The Oregon Network of Child Abuse Intervention Centers (Checks payable to ONCAIC)  
ATTN: OCFIT  
1827 NE 44th Ave, Suite 220  
Portland OR 97213  
Phone: 503-455-8622  
Email: [Sydney@childabuseintervention.org](mailto:Sydney@childabuseintervention.org)  
Website: [www.childabuseintervention.org](http://www.childabuseintervention.org)

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**Tuition - \$175**

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Your application will not be processed unless it is signed by both you and your supervisor and your \$175 tuition fee has been received. If your application is not accepted for this training, your application fee will be returned to you.

Reimbursements may be available for Oregon professionals who are CAIC staff interviewers, law enforcement, or child welfare workers and who receive a certificate of completion for the training. **Please contact Amanda VanTil at [Amanda.L.VanTil@doj.state.or.us](mailto:Amanda.L.VanTil@doj.state.or.us) or 503-378-6870 to determine your eligibility for reimbursement.** Reimbursement requests are limited to the cost of tuition and up to \$280 for hotel accommodations. Hotel accommodations must meet the GSA guidelines ([www.GSA.gov](http://www.GSA.gov)).

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## Participant Information

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<b>Name</b>	
<b>Title</b>	
<b>Agency</b>	
<b>Street Address</b>	
<b>City, State, Zip</b>	
<b>County</b>	
<b>Phone</b>	
<b>Cell phone</b>	
<b>Email Address</b>	

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**Training you are applying for (*select one only*):**

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**February 26 - March 1, 2019, Wilsonville**  
**Application Deadline: January 14th, 2019**

If accepted, you will be notified by end-of-day January 28th. **You will need to make a hotel reservation by February 4th to guarantee a spot at the hotel where the training is taking place.**

**Trainings will be held from 8:00am to 5:00pm on days 1, 2, and 3. Breakfast and lunch will be provided on these days.**

**Training will be held from 8:00am to 12:00pm on day 4. Breakfast will be provided on this day.**

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**Discipline:**

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**Which of the following best describes the discipline you represent:**

- CPS Caseworker
- Law Enforcement
- Forensic Interviewer
- CAIC Staff (other than FI)
- Prosecution
- Medical
- Mental Health
- CPS: Other (adoption, permanency, ... please specify) \_\_\_\_\_
- Other (Please specify) \_\_\_\_\_

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**Need for Training:**

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**Please indicate your need for this training:**

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**Where do you interview, and what kind(s) of interviewing do you do?**

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*For purposes of this training, interview types are defined as follows:*

**An initial responder interview** is a minimal-facts interview conducted in the field by initial responders (such as law enforcement officers (LEs) and/or Department of Human Services Child Welfare Personnel (DHS-CWPs)) to elicit just enough information to establish safety and determine the need for a criminal investigation and/or an immediate medical evaluation. This interview typically takes place during the initial responder’s first contact with the child/family and may be followed by an in-depth forensic interview.

**A forensic interview** is a developmentally sensitive and legally sound structured conversation with a child intended to elicit detailed information about a possible event(s) that the child may have experienced or witnessed. Forensic interviews are coordinated to avoid duplicative interviewing, follow research-based guidelines, and are conducted by trained professionals who participate in ongoing peer review, ideally in a child-friendly environment (such as a Child Abuse Intervention Center).

***Please note:** Forensic Interviewer **must be or have been** a law enforcement officer or a DHS-Child Welfare worker; or have a master’s degree in a related field and two years of experience working with children, or a bachelor’s degree and four years of experience working with children; and have completed the Oregon Child Forensic Interviewer Training (OCFIT).*

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**Please select any of the following which apply to you:**

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I conduct Forensic Interviews at a Child Abuse Intervention Center (CAIC), or will conduct Forensic Interviews at a CAIC once trained. *If selecting this option, please make sure you meet the requirements to be a Forensic Interviewer as outlined above. Then fill out the Center information at the bottom of the page.*

I conduct Initial Responder Interviews.

I conduct Forensic Interviews at a non-CAIC location. *If selecting this option, please specify or describe where your Forensic Interviews take place:*

**If you conduct interviews at a CAIC, or will conduct interviews at a CAIC once trained, please provide:**

<b>Center Name</b>	
<b>Center Contact</b>	
<b>Contact Phone</b>	
<b>Contact Email</b>	

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**By signing this form and remitting your application fee, you commit to:**

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1. Attending Oregon Child Forensic Interview Training on the dates indicated above.
2. Attending the training in its entirety. **Missing 30 minutes or more of training will prohibit you from receiving a certificate of completion and you will not be eligible for any reimbursement of expenses related to the training.** The training is a 3 1/2 day, intensive course that begins at 8:00am, includes a working lunch, and concludes at 5:00pm on days 1, 2, and 3. The final day of training begins at 8:00am and concludes at 12:00pm. Upon completion of the training, you will receive a certificate for 32 training hours.
3. Conducting two video-recorded practice interviews and participating in peer review your interviews and your colleagues' interviews during the training.
4. **If accepted into the training, making every reasonable effort to notify ONCAIC in advance if you will not be able to attend so that your place can be given to someone on the waiting list.**
5. Reading required materials prior to attending training. **(Once your application has been received and approved, the required reading materials will be emailed to you.)**
6. Completing a pre- and post-test, and daily quizzes that are built into each training module. The tests and quizzes will be based on the required reading materials and the curriculum.
7. Earning a score of 85% or better on the post-test to receive a certificate of completion. If you do not receive an 85% or better, you will have the opportunity to receive coaching from your Regional Service Provider CAIC and to re-take the post-test to successfully pass and receive your certificate of completion.

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**Agreement and Signature of Applicant**

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<b>Name (printed)</b>	
<b>Signature</b>	
<b>Date</b>	

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**Agreement and Signature of Applicant's Supervisor**

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<b>Name (printed)</b>	
<b>Title</b>	
<b>Phone</b>	
<b>Email</b>	
<b>Signature</b>	
<b>Date</b>	