Fidelity Policy & Trainer’s Agreement

Forensic Peer Support in the Criminal Justice System- Sequential Intercepts Model Training

Terms:

1. You may train Forensic Peer Support Within the Criminal Justice System (FPS-SIMS), under restrictions detailed below, provided you have received a Trainer’s Certificate and have not had your certification suspended or revoked by Peer Voice NC (PVNC) or Pennsylvania Mantal Health Consumer Association (PMHCA).

2. You (or the organization utilizing you to facilitate this training) will register each training you provide with PVNC at least 45 business days prior to delivering it. Please initiate training registration by sending your training schedule form to [amartin@promiseresourcenetwork.org](mailto:amartin@promiseresourcenetwork.org).

* PVNC, as per required by PMHCA and Drexel University, require that each training involves two (2) certified facilitator of FPS-SIMS and that diversity of demographics and lived experience are prioritized when choosing facilitators.
* Class size should not exceed 25 participants.

Trainers will submit a class roster/participant registration form to [amartin@promiseresournetwork.org](mailto:amartin@promiseresournetwork.org) PVNC after the completion of each training.

3. You may deliver this training to any audience, **in North Carolina**, that meets training criteria:

* NC Certified Peer Support Specialists (NCCPSS) who have lived experience in the criminal justice system (any intercept, 0-5)

An administrative fee of $100.00 per training, paid to PVNC, is due five business days after the final training day as invoiced by PVNC. Cost of participant manuals is not included in this flat administrative fees. **Trainers are only permitted to facilitate this training within North Carolina, unless PMHCA contracts with you to co-facilitate a training outside of NC.**

4. Participant manuals and workbooks must be purchased through Peer Voice NC, via request to amartin@promiseresourcenetwork.org. Cost of manuals are subject to change.

5. FPS trainers will not charge class participants more than $400/per person, per class. Any class that is given at cost, must have at least 10% of seats for scholarship/free.

6. PVNC may invite you to co-train a FPS-SIMS training. If you accept, PVNC will initiate a contract with you which will include a competitive and negotiable trainer's fee for each day that you train, plus per diem and mileage for use of your own vehicle. PVNC will arrange and provide for all other travel and lodging.

7. You are responsible for ensuring each of the published Learning Objectives and Intended Takeaways are adequately addressed. You are NOT permitted to change any parts of the curriculum. You may NOT add slides to the original training presentation, but you may create your own state/county specific presentation to present in addition to the PMHCA training. **You MUST announce it as your own and not connected to PMHCA.**

8. You will not alter or improperly attribute materials or content from this curriculum to other sources while training such a curriculum. (see number 7)

9. You will provide each training participant with the application link and an evaluation link (pre and post training) which PVNC gave you when you registered your training, unless a previous agreement has been made with PVNC.

10. You will not provide a certificate for a training -- if different from PVNC's -- until the participant has submitted PVNC's evaluation survey. (PVNC's certificate is emailed automatically upon submission of our survey.)

11. You agree to have your training performance assessed by a PVNC associate, as PVNC deems necessary.

12.You agree to meet performance improvement requirements to maintain your certification as a trainer of this curriculum. An PVNC associate may require you to do any or all of the following:

a. Attend a Train-the-Trainer for relevant curriculum.

b. Take and pass an oral or written exam relevant to curriculum content.

c. Receive ongoing feedback from an Advance level facilitator from either PVNC or PMHCA

PVNC Agrees to the following:

1. We will send all trainers of this curriculum any updates to the curriculum or to this policy.

2. We will use training participant information only for the following purposes:

* To confirm attendance as necessary for participant certification and/or credentialing needs
* To provide participant totals to PVNC stakeholders and grantors
* To provide demographic information to state and/or other funding entities (withholding identifying information)

3. We will be available to trainers and training participants for technical assistance, questions, and

concerns at [amartin@promiseresourcenetwork.org](mailto:amartin@promiseresourcenetwork.org).

4. We will inform trainers of any further requirements and learning opportunities relevant to this

curriculum or to your certification to train it.

5. Upon each registration of an FPS-SIMS training, PVNC we will provide you links for, application evaluation surveys, including where you can view submitted surveys, as well as to up-to-date class materials and any relevant updates to you as a trainer.

Print your name Date

Signature