

Form 11 - 40-Hour Domestic Violence Training (all in person)

Tracking Documentation Form

Agency Name: _____

This document serves to verify that this staff/volunteer person has completed the 40-hour training, as required by the guidelines of the Illinois Domestic Violence Act and the Illinois Certified Domestic Violence Professional requirements.

Note: This form allows for the agency to determine the topic/timeframe for an additional 6 hours– but it is required that these topics/ timeframes are place in the appropriate sections on this form. The ICDVP Board requires the use of this form by all approved ICDVP training sites. It is recommended that a copy of this form be placed in the employee’s personnel file.

Staff/Volunteer/Participant Name: _____

Program Director Signature: _____

ICDVP Required Topics	Time Frame (hours)	Date/Day Covered	Trainer or Training Coordinator Initials
Foundations of Domestic Violence (2 hour minimum)			
Definition of Domestic Violence			
Historical and Feminist Perspectives			
Societal and Institutional Issues			
Myths and Realities			
Dynamics (5 hour minimum)			
Statistics and Domestic Violence			
Cycle of Violence			
Power and Control Wheel/Types of Abuse			
Strangulation			
Barriers or Challenges to Leaving an Abusive Partner			
Identifying Victims/Survivors			
Direct Services Issues (5 hour minimum)			
Counseling DV victims/survivors <ul style="list-style-type: none">• Listening Skills• Service Planning• Confidential Communication• Personal and Professional Boundaries• Empowerment Perspectives			
Trauma Specific Care			
Defining Advocacy			
Basic Crisis Intervention Skills			
Referrals to and Working with other Agencies/Systems			
Documentation of Client Files –Victim’s/Survivor’s Rights			

Safety and Assessment (2.5 hour minimum)			
Safety Planning			
Lethality Assessment			
Suicide Assessment: Warning Signs, Intervention Strategies			
Non-Suicidal Self Injury - Self Harming Behaviors			
People Who Cause Harm in Relationships (1 hour minimum)			
Characteristics and Beliefs			
Overview of Partner Abuse Intervention Programs (PAIP)			
Children's Issues (3 hour minimum)			
Effects of Domestic Violence on Children			
Child Abuse and Neglect Reporting Act			
DCFS Issues			
Safety Planning with Children			
Working with Children			
Documentation of Child Client Files			
Teen Dating Violence (1 hour minimum)			
Dynamics			
Legal Issues for Teens			
Safety Planning for Teen-Dating Violence			
Cultural Humility (3 hour minimum)			
Anti-Racism			
Religion			
Working with Victims/Survivors with Complex Issues (6 hour minimum)			
Abuse in Later Life			
Adult Protective Services Act			
Rural Population			
Immigrant Communities			
People with Unique Challenges			
Behavioral or Mental Health Issues			
LGBTQ+ relationships and Heterosexism			
Substance Use and Domestic Violence			
Sexually Transmitted Diseases including HIV/AIDs and Hep C			
Sex Work			
Human Trafficking			
IDVA and Legal Issues (4 hour minimum)			
IDVA Act			
Criminal or Civil Court - Orders of Protection			
Civil No Contact Order			

Criminal Offenses: Assault, Domestic Battery, Violation of Order of Protection, Stalking			
Conditions of Bond			
Full Faith and Credit			
VAWA-Immigration Issues			
Prohibitions Against Firearm Possession.			
Parentage, Parental Responsibility, Child Abduction, Leaving the State			
Professional Conduct (1.5 hour minimum)			
Illinois CDVP/CPAIP Certification			
ICDVP Code of Ethics			
Self-Care			
<i>This form allows for the agency to determine the topic/timeframe for an additional 6 hours – but it is required that these topics/ timeframes are placed in the appropriate sections on this form. If the additional topics do not fit under any of the topics listed above, put them here.</i>			
Topic:			
Topic:			
Topic:			
Topic:			
Topic:			
Topic:			
Total hours			

Date Training Completed: _____