In addition to the minimum qualification requirement for Youth on Track staff as outlined in 4.3 of the Youth on Track Service Specifications, staff will require additional training specific to the Youth on Track cohort and interventions. The Youth on Track Training Requirements outlines 14 mandatory training modules that all frontline service staff must complete. Module 6 may only need to be completed by staff delivering the family intervention.

**Training Methods**

The Provider is responsible for identifying suitable training methods to ensure all staff meet the requirements. Providers should consider a range of training methods such as pre-requisite reading, presentations, face-to-face training, e-learning, role plays, on the job training, and coaching. Longer-term skill obtainment occurs when a combination of training methods are used.

**Module Rationale**

When identifying suitable training methods and courses the Provider must consider each module’s rationale to ensure the training is relevant to Youth on Track service provision. The training requirements also outlines suggested learning outcomes for each module to assist the Provider in identifying suitable training.

**Training Timeframes**

Modules 1 and 2 must be completed within 2 months of the staff member commencing with Youth on Track. YLS/CMI assessments should not be completed until module 2 has been completed. Modules 3 to 6 must be completed within 4 months of the staff member commencing. Modules 7 to 9 must be completed within 6 months of commencing and modules 10 to 14 must be completed within 8 months.

**Assessments and On Going Training**

The Provider should consider ongoing training and assessment methods to ensure continued competence in each of the training modules. Assessment may be conducted via workplace observation of skill attainment, third party feedback, skills testing, prior knowledge tests, small group discussions, role playing, evidence of face to face training completion, assessment of performance indicator attainment, and ongoing quality assurance reviews.

**Evidence of Training Requirements**

The Youth on Track Unit may request evidence that each staff member has met the training requirement as part of the Quality Assurance Process or at any other time. The Provider must maintain a record for each staff member that shows the following:

- Training methods used and dates completed
- Follow up assessments or on-going training methods with dates completed
- Reasons if training requirements not met and when and how they will be met
Youth on Track Training Requirements

Module 1
Youth on Track
2 months

Module 2
YLS/CMI
2 months

Module 3
Work Health & Safety
4 months

Module 4
Motivational Interactions
4 months

Module 5
Behaviour Intervention
4 months

Module 6
Family Intervention
4 months

Module 7
Effective Practice Skills
6 months

Module 8
Trauma Informed Practice
6 months

Module 9
Criminal Justice System
6 months

Module 10
Youth Mental Health First Aid
8 months

Module 11
Cognitive Disability
8 months

Module 12
Cultural Competence
8 months

Module 13
Working with YP who Sexually Abuse
8 months

Module 14
Family Violence
8 months

Youth on Track staff member
<table>
<thead>
<tr>
<th>Module</th>
<th>Rationale</th>
<th>Suggested Learning Outcomes</th>
<th>By when</th>
<th>Possible Provider</th>
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</table>
| MODULE 1 Background to Youth on Track | The purpose of this module is to provide YoT staff with background to why Youth on Track was developed and how it operates within the current Juvenile Justice system. The module aims to provide the YoT staff with an understanding of the Youth on Track target group as well as key stakeholders. | - Reasons for development of Youth on Track  
- Understand the context of the scheme within the juvenile justice system  
- Understand the Youth on Track target group  
- Working with mutual Juvenile Justice clients  
- Understand how to handle Conflicts of Interest and Managing Disclosures | 2 months | DJ initially then YoT service providers. |
| MODULE 2 Conducting assessments and developing case plans (YLS/CMI – AA) | Structured assessment of the risk level and criminogenic needs of juvenile offenders facilitates effective intervention and rehabilitation. As part of Youth on Track the service provider is required to complete the YLS/CMI-AA with each client at commencement and then every 12 weeks. It is critical for YoT staff to understand the history and importance of structured assessments, how to complete the YLS/CMI-AA, how to use the results as part of case planning, and how to match strategies to the young person’s responsivity factors. | - Understand the purpose and history of the standardised risk/needs assessments in particular the YLS/CMI assessment tool  
- Understand what works with offenders and best practice  
- Identify suitable sources of information, and methods to gather information, to complete a YLS/CMI assessment  
- Involve a young person and family in case planning  
- Develop a case plan based on the assessment tool and criminogenic needs and responsivity of the young person | 2 months | Suitably qualified YLS/CMI trainer as per the licence |
| MODULE 3 Risk assessments / workplace health & safety | Youth on Track service provider/s have responsibility under the Work, Health & Safety Act 2011 to ensure staff members and clients’ health and safety requirements are met. This module aims to assist all managers and staff in developing safe work practices while on home visits, while conducting workshops or programs with clients and while in the office. | - Identify workplace health and safety considerations when working with young offenders and their families  
- Able to complete relevant risk assessments | 4 months | YoT service provider |
| MODULE 4 Motivational interactions (MI) | Motivational Interactions (MI) is an evidence based practice that addresses motivational issues involved in gaining and maintaining better social outcomes. MI guides professionals in effectively engaging with their clients to uncover and strengthen their intrinsic motivation for change and action. Engaging young people into Youth on Track and retaining their engagement in the scheme is a challenging aspect of the scheme and therefore MI skills are essential to success of the scheme. | - Understand the core skills of MI  
- Identify suitable MI strategies to use  
- Demonstrate how to use MI to engage with clients  
- Demonstrate the acquisition of MI techniques | 4 months | External provider  
YoT service provider |
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| **MODULE 5**            | Research regarding effective criminogenic interventions shows that effective interventions include the use of structured and focused interventions which focus on developing skills while using cognitive-behavioural methods that address the dynamic criminogenic needs of the young person. Research also shows the importance of delivering the program with sufficient integrity and consistency to the program’s planned design. All Youth on Track staff must be suitably trained to deliver the behaviour intervention chosen by the service provider. | - Competently deliver the structured behaviour intervention, tailored to the needs of Youth on Track young people  
- Implement the structured behaviour intervention with program integrity  
- Demonstrate examples of participatory learning methods to engage young people in a behaviour intervention  
- Adapt program delivery to respond to the responsivity issues specific to the young person | 4 months | Qualified external provider relevant to behaviour intervention |
| **MODULE 6**            | A body of research shows that working with families, particularly in a behaviourist or problem solving nature, has an effect on criminogenic needs, particularly changing behaviour of young offenders and improving family functioning. Relevant Youth on Track staff required to implement the selected family intervention must be suitably trained in the family intervention chosen by the service provider. | - Understand when it is appropriate to work with the family group  
- Demonstrate an understanding of the family intervention  
- Demonstrate confidence to carry out the family intervention  
- Align the work with the family to the work with the young person | 4 months | Qualified external provider relevant to behaviour intervention |
| **MODULE 7**            | Evidence shows that three particular practice skills are effective in reducing re-offending with involuntary clients. Effective work with clients includes regular and honest discussions about role of the worker and client, modelling and encouraging pro-social behaviour, and focusing on client problems and goals using a collaborative problem-solving approach. | - Demonstrate the ability to implement effective practice skills while working with young people and families including:  
  - role clarification,  
  - pro-social modelling  
  - collaborative problem solving | 6 months | Chris Trotter  
Innovative Minds  
Booyah Group |
| **MODULE 8**            | Trauma Informed Practice is a strengths-based framework grounded in a thorough understanding of the neurological, biological, psychological and social effects of trauma and interpersonal violence and the prevalence of these experiences in young people who are in contact with the criminal justice system. Service providers who take a trauma-informed approach to their work with young people are more effective in preventing ongoing and escalating violence against young people and reducing the risk of re-traumatising young people. | - Understand the current thinking about trauma informed care and how to apply this in the workplace with young people and their families  
- Understand how to respond and support people who have experienced trauma  
- Identify stress responses  
- Explore the impact of intergenerational trauma - particularly in Aboriginal communities  
- Explore re-traumatisation in services and systems.  
- Promote safety: triggers and flashbacks, safe relationships, safe environments. | 6 months | Mental Health Coordinating Council  
Another external agency  
YoT service provider |
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<td>MODULE 9</td>
<td><strong>Criminal justice system</strong>&lt;br&gt;As Youth on Track works with young people as they continue their engagement with the formal criminal justice system it is essential for YoT staff to understand the system. The purpose of this module is to provide YoT staff with knowledge of criminal law procedures, court processes, other enforcement processes, and services and agencies involved in the system.</td>
<td>- Describe criminal law procedures including AVOs, arrest, search, questioning, bail, hearing and sentencing, non-association  &lt;br&gt;- Describe the principles of the Young Offenders Act and options within the Act  &lt;br&gt;- Explain how fines are imposed and enforced  &lt;br&gt;- Describe how to support clients in the juvenile justice system and the local/children's court  &lt;br&gt;- List legal resources in relation to criminal problems  &lt;br&gt;- Describe procedures relating to the Mental Health (Forensic Provisions) Act</td>
<td>6 months</td>
<td>Shopfront  &lt;br&gt;Legal Aid  &lt;br&gt;Aboriginal Legal Service</td>
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<td>MODULE 10</td>
<td><strong>Youth mental health first aid</strong>&lt;br&gt;Mental health concerns are among the most prominent needs of young people in contact with the juvenile justice system. Studies of detainees have consistently identified high rates of co-occurring disorders, and a high prevalence of attentional or behavioural and substance use disorders. Identifying mental health disorders particularly substance use disorders is important in relation to rehabilitation of young offenders.</td>
<td>- Identify the signs and symptoms of mental health problems  &lt;br&gt;- Understand where and how to get help  &lt;br&gt;- Describe what sort of help has been shown by research to be effective  &lt;br&gt;- Adapt service delivery to respond to the responsibility issues specific to the young person with mental health problems</td>
<td>8 months</td>
<td>Qualified training provider authorised by Mental Health First Aid Australia</td>
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<td>MODULE 11</td>
<td><strong>Working with young people with a cognitive disability in the criminal justice system</strong>&lt;br&gt;Young people, particularly Aboriginal young people, with cognitive disability are significantly over-represented in the criminal justice system. Cognitive disability is often not identified until the young offender is sentenced to time in custody. Youth on Track aim to identify these young people at an earlier point. Service providers must complete a screening tool to identify young people who may have a disability.</td>
<td>- Accurately complete the chosen screening tool  &lt;br&gt;- Understand how cognitive impairment affects behaviour  &lt;br&gt;- Communicate and work effectively with families and young people with a cognitive disability, learning disability, foetal alcohol syndrome, and oral competency issues  &lt;br&gt;- List disability services and resources and how to help young people and families access the services</td>
<td>8 months</td>
<td>Juvenile Justice</td>
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<td>MODULE 12</td>
<td><strong>Cultural competence (Aboriginal)</strong>&lt;br&gt;In NSW, Indigenous young people are 15 times more likely than non-Indigenous young people to have greater levels of contact with the juvenile justice system. A substantial proportion of the Youth on Track target group are of Aboriginal and Torres Strait Islander background. Cultural competency is central to working effectively with Aboriginal and Torres Strait Islander people as it is important to consider their complex needs.</td>
<td>- Increase workers’ overall knowledge of Aboriginal and Torres Strait Islander peoples, policies that affect them, and the effects of these policies  &lt;br&gt;- Describe the relationship between Aboriginal and Torres Strait Islanders and the criminal justice system  &lt;br&gt;- Increase workers’ confidence in engaging, interacting and working with Aboriginal and Torres Strait Islanders young people and their family in a social and emotional wellbeing framework</td>
<td>8 months</td>
<td>External provided YoT service provider</td>
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<td>12 continued Cultural competence (CALD)</td>
<td>In some Youth on Track locations young people from culturally and linguistically diverse backgrounds will make up a significant percentage of referrals. In these locations the service providers must consider relevant cultural training.</td>
<td>- Increase knowledge and competency to work with young people from culturally diverse communities (where relevant)</td>
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<td>MODULE 13 Working with young people who sexually abuse</td>
<td>Numerous international and Australian studies show that up to 60% of all sexual abuse of children is committed by young people under 18 years old with about 50% of these committed against siblings. It is unlikely that Youth on Track clients will have been convicted of a sex offence. Staff working with the young person or the family however may identify or become aware of inappropriate sexual behaviours. Staff need an understanding of adolescent sexual development and the nature of sexual abuse, how to identify and respond to inappropriate sexual behaviours by the young person or within the family.</td>
<td>- Demonstrate an understanding of adolescent sexual development and the nature of sexual abuse, including prevalence and recidivism - Recognise myths around adolescent sexual offending and feel confident in dispelling them - Explain factors to consider when assessing safety for the young person and others - Identify ways to manage inappropriate sexual behaviours - Demonstrate awareness of supports available and when/how to refer to a psychologist for specialist assessment and treatment</td>
<td>8 months</td>
<td>Juvenile Justice</td>
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<td>MODULE 14 Domestic and family violence</td>
<td>Young people living with domestic or family violence are at increased risk of experiencing emotional, physical and sexual abuse. The presence of multiple forms of family violence increases the likelihood of young people exhibiting aggression, antisocial behaviour, abusing substances, and/or having school difficulties. Young people involved in the criminal justice system are more likely to witness or experience family violence. Statistics also show a consistent increase in the prevalence of family violence where the perpetrator is under 18 years old. Youth on Track staff regularly work with clients and their families who currently are, or have, experienced family violence as victims and/or perpetrators.</td>
<td>- Theories of what causes domestic &amp; family violence - How to recognise signs of DFV - How to respond with appropriate care to young people and families who experience DVF - How to use questions to invite safety and self-responsibility</td>
<td>8 months</td>
<td>DV-Alert Education Centre Against Violence</td>
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