

EXPECTATIONS FOR VIRTUAL TRAINING

1



STABLE INTERNET CONNECTION

It is essential to have a stable internet connection. We recommend having a back-up plan, like your cellphone hotspot, if you have one.

2

TEST YOUR TECH

All participants must keep their cameras ON at all times. Per CE guidelines, you cannot be off camera or miss training for more than 15 minutes per day. Please test your camera and microphone ahead of time! EBP trainers will need your full attention, and you'll be participating in various small group breakout rooms.



3



LIMIT DISTRACTIONS

Please take care of personal matters prior to the training or during breaks. (i.e., you should **NOT** be driving/in your car, working on other projects, etc.) DO NOT sit and watch the training under the same zoom login information as another trainee. We cannot monitor attendance in regard to issuing CE hours if that occurs; each trainee **MUST** participate on an individual basis.

4

MAKE A PLAN

Your participation will be required for the duration of the allocated training time. We recommend communicating with your agency's leadership to make sure they understand you will **NOT** be available during training(s). Please ensure that you're in a space conducive to learning



5



IMPLEMENTATION

Before training, begin thinking through your sustainable implementation plan. After training, you'll need to start utilizing the EBP with cases, so it can be helpful to have some children/families in mind.

VIRTUAL TRAINING GUIDELINES

1



THANK YOU!

Thank you for being here and investing your time in improving and ensuring quality healthcare access to the Medicaid population.

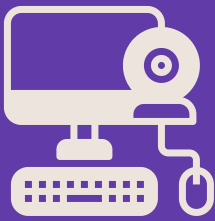
2

REMEMBER

Remember to follow the guidelines and expectations for online training found by [CLICKING HERE](#).



3



CE HOUR GUIDELINES

Through Louisiana State Board of Social Work Examiners (LABSWE) and National Board of Certified Counselors (NBCC), you cannot be off-camera or miss training for more than 15 minutes per day. You are provided various built-in breaks throughout the training day. If you need further assistance, please private chat the E2P Center Staff.

4

EDIT YOUR ZOOM NAME

Edit your first and last name for CE documentation purposes. [CLICK HERE](#) for steps on how to change your zoom name.



5



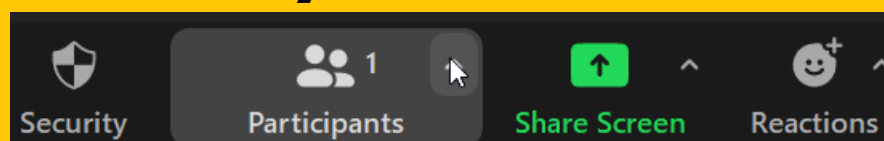
BEST CONTACT NUMBER

Once the training begins, please private chat the E2P staff the best contact number to reach you during the training day(s).

HOW TO EDIT YOUR ZOOM NAME

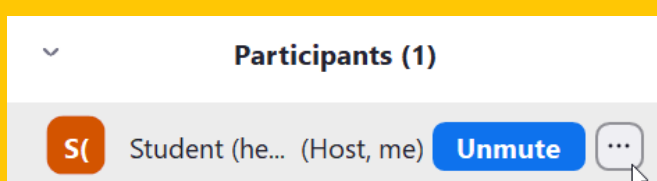
1

During your Zoom meeting, click "Participants" at the bottom of your screen.



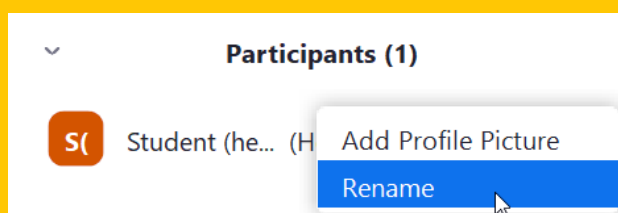
2

A list of participants will show to the right. Hover the mouse pointer over your name until you see the three dots.



3

Click the three dots and select "Rename."



4

In the pop-up box, enter your first and last name. Pronouns can be in parentheses. Click "Change" to confirm.

