

## LIST PROVIDER TRAINER ROLES & RESPONSIBILITIES

1. Trainers will be responsible for training at their facility as well as offering slots for community providers.
2. Trainers are not authorized to modify the LIST training in any way.
3. Trainer will be required to conduct a minimum of 2 trainings per calendar year.
  - a. Fill out and submit a LIST Training Notification Form to [Dayna.snell@ct.gov](mailto:Dayna.snell@ct.gov) no later than 30 days prior to offering a LIST training course.
  - b. After each training delivered, Trainer must SCAN and email the attendance sheet to [Dayna.snell@ct.gov](mailto:Dayna.snell@ct.gov)
  - c. Trainer to keep a hard copy record of attendees
4. Participate in informational sessions when offered, to maintain LIST certification
  - i. Attend semi-annually meeting for Trainer and Providers.
  - ii. Participate in 1 teleconference annually