

# GAIN-Q4 Training Requirements for DCF Contracted Providers

February 9, 2024

Staff Previously Trained to use GAIN-Q3		Staff new to the GAIN-Q tools	
1a. Attest to reviewing GAIN-Q4 Information Sheet or complete the GAIN-Q4 online training course	-	1b. Complete GAIN-Q4 online training	6 hours
2. Participate On-camera in Virtual Practice Session	3 hours	<i>Achieve a score of 90% or better on GAIN-Q4 online quiz</i>	-
3. Attend EBP Model Workshop on Using the GAIN	TBD	2. Participate On-Camera in Virtual Practice Session	3 hours
		3. Attend EBP Model Workshop on Using the GAIN	TBD

## Resources and instructions to complete training:

- 1a. GAIN-Q4 Information Sheet: The GAIN-Q4 Information Sheet summarizes the changes between the GAIN-Q3 and the new GAIN-Q4 instrument and reports. It is available online at the DCF GAIN website. Supervisors should ensure staff receive the information sheet, complete the attestation at the bottom, and submit the attestation for documentation to [gainsupport@chestnut.org](mailto:gainsupport@chestnut.org) as indicated on the form. *CEUs are not available.*
- 1b. GAIN-Q4 online training is available through Chestnut Health Systems by submitting a [GAIN ABS and Training Request Form](#) to [gainsupport@chestnut.org](mailto:gainsupport@chestnut.org). Passing final quiz scores should also be sent to [gainsupport@chestnut.org](mailto:gainsupport@chestnut.org) to document completion of this step. The GAIN Training team will provide a certificate of completion for this step. Note: Staff also can obtain GAIN ABS user and password information by emailing [gainsupport@chestnut.org](mailto:gainsupport@chestnut.org). *CEUs are available.*
2. Virtual Practice Sessions are organized by Chestnut Health Systems. Prior completion is required of either the GAIN-Q4 Information Sheet attestation or the GAIN-Q4 online training and quiz depending on the staff's level of experience with the GAIN-Q tools. During Step 1 above, you will be provided information by Chestnut Health Systems staff about registering for a virtual practice session. Attendees of virtual practice sessions are expected to be on camera during the entire session, except during breaks. Participants also are expected to have access to GAIN ABS and be willing to share their screen to demonstrate proper administration and documentation of the GAIN. *CEUs may be available.*

**Staff should start using the GAIN-Q4 after completing the first two training steps required by their experience level.**

3. Workshops on how to use the GAIN will be offered and required by EBP model developers and/or your assigned consultants/trainers. Information about these sessions will come directly from them. This is the final step in becoming fully trained to use the GAIN tool. These workshops are intended to provide guidance on how to use the GAIN within your program. *CEUs may be available.*