

# What does it mean to become a “GAIN Local Trainer”?

This fact sheet provides an overview of a GAIN local trainer, including the roles, the deadlines and requirements for achieving GAIN local trainer certification, models for quality assurance and where to get further technical information and support.

## GAIN Local Trainer Role

- Trains staff on how to administer the GAIN and use it to support diagnosis, placement, and treatment planning. This includes training existing staff and newly hired staff.
- If being used clinically, chair or support case conferences using the GAIN for clinical decision-making.
- Act as the local first responder to program staff administering the GAIN and (if being used clinically) the individual clinicians using the GAIN for clinical decision-making and seeks additional help from the GCC when necessary.
- Conducts quality assurance and supervision with those using the GAIN both to initially certify the interviewer and maintain the level of quality over time.
- Recommends those staff members that have reached mastery level of administering the GAIN for site interviewer certification.
- Supports staff by keeping them up to date on GAIN related issues.
- Keeps the instruments, manuals, computer applications, and other support materials up to date and available for training and on-going use.
- Works with project or clinical coordinators to adapt procedures or instruments to specific local uses.

## Requirements to Become a GAIN Local Trainer

- 1.) Attend a Chestnut Health Systems’ approved GAIN “train the trainer” training.
- 2.) Become a certified administrator of the GAIN.
  - This is accomplished by submitting audiotape-recorded interviews to the GCC QA team and receiving feedback on each submission.
  - This process continues until mastery level is reached and certification is granted through the GCC QA team. It usually takes 2-4 taped submissions to reach certification.
  - *The deadline for administration certification process is three months. All deadlines for certification begin from the last day of the GAIN training attended.*
- 3.) Pass both stage 1 and stage 2 of the local trainer certification process.
  - Stage 1 consists of reviewing a taped interview of a GAIN interviewer trainee not ready to be certified and providing detailed written feedback on issues found within the interview, things that were done well and what should be done next time when conducting an interview.
    - The reviewed tape is submitted to the GCC QA team for a blind review. Then a member of the GCC QA team compares the feedback written by the local trainer candidate with the feedback The GCC QA reviewer wrote.
    - Once the GCC QA team has determined that the local trainer candidate is proficient in giving specific, detailed, evaluative feedback to GAIN interview

trainees the local trainer candidate passes stage 1. It often takes two submissions to pass this stage.

- Stage 2 consists of the same process outlined for stage 1 except the local trainer candidate must submit a tape of someone they feel has reached mastery level of GAIN administration. The GCC QA team evaluates the local trainers ability to write feedback and also the local trainers ability to determine that someone is ready to be a GAIN certified site interviewer.
- *The deadline for the entire local trainer certification process is six months.*

### **Models for Quality Assurance (QA)**

Quality Assurance (QA) is a workforce development process that uses set standards to evaluate the quality of a GAIN interview and provides detailed feedback until mastery level has been demonstrated. After becoming certified, a local trainer can choose which model of quality assurance would be best for their agency or project.

#### 1. Written feedback

- The GAIN local trainer listens to recorded interviews and writes formal detailed feedback similar to the feedback sent by the GCC QA team to those seeking administration certification.
- This model works best for trainers wanting a detailed account of how each interview went and for those trainers that may be at a different physical location from those they trained on the GAIN.
- GAIN local trainers interested in monitoring the ongoing quality of an interviewer may have the interviewer record all GAIN interviews and then will randomly choose tapes to review.
- The GAIN trainer may also choose to give informal written feedback using another format or notes from an interview.

#### 2. In person feedback

- The GAIN trainer observes the GAIN interview and then afterwards meets with the interviewer to give in person feedback.
- The GAIN local trainer listens to a taped interview of the GAIN and then sits down with the interviewer to provide in person feedback.
- The trainer may also discuss written feedback in person or if at a different physical location, over the phone.

### **Technical Information and Support**

GAIN Website: <http://www.chestnut.org/li/GAIN>

- a. GAIN Instruments and supplies
- b. GAIN Manuals and FAQs
- c. GAIN Training information
- d. GAIN Support ([gainsupport@chestnut.org](mailto:gainsupport@chestnut.org))