

33.2 Instructor Qualifications

TRAINING

STANDARD 33.2 **The agency must use certified instructors to provide and/or approve the required 21-hour in-service training. This certification must be in accordance with instructor standards and qualifications pursuant to 9NYCRR 6023 or 6024 of the New York State Codes, Rules, and Regulations. If the proposed instructor has not been certified, a certified instructor must review and approve the content of the lesson plans.**

Compliance Verification Strategies

Assessors may seek to verify compliance with this standard by using one or more of the strategies listed below. There may be other strategies identified by the agency which could also be acceptable.

1. Agency may provide a list of instructors that it uses as well as records verifying that they have been certified in accordance with Part 6023 or 6024 of N.Y.S. Codes, Rules, and Regulations.
2. If the agency establishes its own standards and qualifications for instructors, a copy of the standards and qualifications are provided for review. They should be consistent with those set forth in Part 6023 or Part 6024. Records must be provided to verify that instructors have satisfactorily met all requirements.
3. If the qualifications of an instructor are unknown, documentation that a certified instructor has reviewed and approved the content of the lesson plan is available for review.
4. Interview(s) with personnel responsible for the training function to verify their knowledge and understanding of the certification requirement.
5. Interview(s) with personnel used by the agency as instructors to verify both their certification and the accuracy of agency records.