

PREPaRE WS2 Training of Trainers (ToT) Activity Elements and Requirements

Before Attending the ToT Session

Becoming a PREPaRE Workshop trainer is a rigorous process. Multiple tasks must be completed in advance of your face-to-face ToT session.

If you took Workshop 2 (WS2) 2nd Edition you must first complete steps A, B, and C as a prerequisite to your ToT registration; if you took WS2 3rd Edition, skip to step #1 and register for the ToT.

- A. Complete [PREPaRE WS2 2nd to 3rd Edition Trainer Bridge](#) webinar.
- B. Take the [PREPaRE WS2 2nd to 3rd Edition Trainer Bridge Quiz](#).
 - a) You must obtain a 100% correct score on this quiz, but have unlimited opportunities to do so.
- C. Download the PREPaRE WS2 3rd Edition participant (core workshop) materials.

Register for the WS2 ToT

1. Obtain and read [School Crisis Prevention and Intervention: The PREPaRE Model](#) (2nd ed.).
2. Take the [PREPaRE WS2 \(3rd Edition\) Model Mastery Test](#).
 - b) You must obtain a 100% correct score on this quiz, but have unlimited opportunities to do so.
3. Download and read the [Trainer's Workshop Logistics Handbook](#).
4. Complete the [Workshop Sponsor & Trainer Logistics](#) webinar.
5. Take the [PREPaRE Third Edition Workshop Logistics Post-Test](#).
 - a) You must obtain a 100% correct score on this test, but have unlimited opportunities to do so.
6. Download, print, and read the 421 page [Trainer's Handbook, Mental Health Crisis Intervention: Responding to an Acute Traumatic Stressor in Schools](#).
7. Download and save to the laptop, which you will bring to the ToT, the [PREPaRE WS2 Trainer ToT PowerPoint Handout](#) (the pdf workshop handout used in your ToT).
8. Download, print, and read all 14 pages of the WS2 Activity Handouts.
 Handouts 4, 14, 22, 38, 40, 41, WS2 Action Plan, .PPT Participant Handout for PREPaRE WS2, three slides per-page
9. Download, print, and read all 104 pages of the WS2 Handouts.
 Handouts 1, 2a, 2b, 3, 5, 6, 7, 8, 9 10, 11, 12, 13, 15, 16, 17, 18, 19,
20, 21, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 39, 42, 43, 44, 45, 46, 47, 48, 49).
10. Print Handout 49's reminder cards on one [Avery 5371 template](#).
11. Print out both sets of Group Crisis Intervention (GCI) role play name tags on 7 [Avery 5390 template](#) sheets and place them in Avery Hanging Style Name 5390 Badge holders.
12. Download and print a hard copy of the [WS2 Pretest/Posttest Questions](#).
13. Three-hole punch all workshop materials and place them in a three-ring binder that you will bring to your ToT.

14. In your *WS2 Trainer's Handbook*, identify slides where you are prompted to provide your own examples of crisis scenarios. Write in pencil so they can be erased, modified, or updated. You will be asked to share these examples during your ToT workshop.
Slides 15, 17, 18, 28, 30, 42, 45, 53, 60, 64, 107, 116, 120, 121, 124
15. Study the following WS2 slides and be prepared to practice delivering them during your ToT workshop:
 - Slide 37, Evaluating Psychological Trauma
 - Slides 139-154, Psychological Interventions: Group Crisis Intervention. In particular attend to slides 141-144
 - Slides 159-171, Psychological Interventions: Individual Crisis Intervention
 - Slides 184-185, Psychological Interventions: Activity
16. Although not required, it is recommended that you sign up as a presenter for [Poll Everywhere](#) and download its [application for PowerPoint](#) (this link is for Mac computers) in advance of the ToT.

During the WS2 ToT Session

Building upon the pre-workshop preparation, the ToT session facilitates organization of trainer materials, reviews all elements of the workshop, and under the direction of a Master Trainer provides guidance on workshop delivery and opportunities to practice selected workshop elements.

1. Download [WS2 ToT Participant Agenda](#).

After Attending the ToT Session

The following post ToT workshop requirements must be completed.

1. Sign and turn into NASP the Trainer's Agreement Form.
2. Take and pass the [Trainer's Handbook Quiz](#), after which you will be granted "Provisional Trainer" status.
3. Download [PREPaRE WS2 PowerPoint](#) (the PowerPoint you will use to deliver WS2).
4. Continue to engage in self-study of workshop materials.
5. Within 18 months of your ToT either re-take the core workshop (to maintain your Provisional Trainer status) or facilitate a 3rd Edition workshop to gain full "Trainer" status.
6. To maintain Trainer status, every 18 months either re-take the core workshop or facilitate a 3rd Edition workshop.