

T3C Training Series

Supporting Kinship Caregivers

Self-Study Manual

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How to Use This Manual

This is a self-paced training designed to take approximately 90 minutes. Each module includes what an instructor would normally say (presented as 'Read & Learn' content), followed by practice, reflection, and a self-check. If you are completing this on your own, read each section, complete the activities, and answer the knowledge check at the end. If you are facilitating a small group, use the 'Instructor Notes (Optional)' callouts.

Structure of Each Module

- What You'll Learn – a quick overview of the key points covered in the module.
- Read & Learn – full content written in clear, plain language (what a trainer would normally cover).
- Try It – short exercises and scripts to practice skills.
- Apply It – concrete steps you can take at home to transfer learning.
- Self-Check – 3–5 questions to confirm understanding.
- Instructor Notes (Optional) – short facilitation guidance if a leader is present.

DFPS Standards Callouts

- Supervision & Safety Plans: §749.1133(c,g).
- Confidentiality & youth rights: §749.1003.
- SIR thresholds and timelines: §749.503, §749.5031.

Module 1: Orientation & Verification in Kinship – Estimated 15 minutes

What You'll Learn

- List the key steps in verification and what supports are available to relatives.
- Anticipate common stressors unique to kinship homes.

Read & Learn

Kinship care preserves relationships and culture, but can bring financial strain and role changes. A clear onboarding roadmap reduces stress: who to call, what to submit, and when to expect follow-up. Use checklists and plain language.

Set early expectations: supervision standards, documentation basics, and where to find respite or coaching.

Try It

- Draft a kinship onboarding checklist tailored to your home.
- Write a script to explain supervision rules to extended family.



Apply It

- Start a simple binder: IDs, school and medical info (secure storage).
- Schedule a benefits call and jot down three questions to ask.

Self-Check

1. Name two strengths and two stressors common in kinship placements.
2. What belongs in a kinship binder?

Instructor Notes (Optional)

- Offer a one-page 'what happens next' sheet for relatives.
- Invite questions about boundaries and visiting relatives from day one.

Module 2: Family Dynamics & Trauma-Informed Care – Estimated 20 minutes

What You'll Learn

- Use trauma-informed strategies for loyalty binds and complex boundaries.
- Plan rituals that help before/after family visits.

Read & Learn

Shared history can soothe or trigger. Combine warmth with consistent limits. Prepare for big feelings: keep transitions simple, predictable, and supported by routines. Use respectful boundary scripts tied to safety.

Protect the child from adult conflicts; keep adult conversations private.

Try It

- Write two boundary scripts (drop-in visits; gift-giving rules).
- Design a 'visit day' schedule with decompression built in.

Apply It

- Share the plan with safe relatives and ask for their support.
- Create a 'calm corner' with sensory tools.

Self-Check

1. Why are boundary scripts helpful?
2. List two elements of a visit-day decompression plan.



Instructor Notes (Optional)

- Practice scripts that start with appreciation, then state a clear limit.
- Plan decompression time after visits: snack, quiet, movement.

Module 3: Challenges & Risk Management – Estimated 15 minutes

What You'll Learn

- Identify home risks (visitors, sleeping arrangements, transportation).
- Use simple safeguards that fit your space and family culture.

Read & Learn

Frequent visitors require clear rules and logs. Sleeping arrangements should reflect safety and privacy. Build water/fire/home safety routines and transportation rules (seat belts, car seats).

Praesidium-aligned boundaries prevent grooming and abuse: supervised interactions, open-door policies, and clear bathroom rules.

Try It

- Walk through your home with a safety checklist.
- Create a one-page visitor policy for your fridge.

Apply It

- Post key rules where adults can see them.
- Model how to sign the visitor log and explain why.

Self-Check

1. Name two practical safeguards for homes with many visitors.
2. When should you increase supervision?

Instructor Notes (Optional)

- Increase supervision during gatherings; clarify overnight rules in writing.
- Document early; file SIR when thresholds are met.



Module 4: Systems Navigation, Benefits & Documentation – Estimated 20 minutes

What You'll Learn

- Use step-by-step scripts to access benefits without overwhelm.
- Document and store records securely while protecting privacy.

Read & Learn

Make calls with a script, keep notes, and ask for follow-ups in writing. Pace paperwork and get warm referrals.

Keep copies of IDs, school records, and medical info per privacy rules. Balance need-to-know with confidentiality.

Try It

- Write a 30-day benefits action plan (3 steps, 3 contacts).

Apply It

- Create a 'documents' folder and label sections clearly.
- Schedule a weekly 15-minute paperwork time.

Self-Check

1. What is 'minimum necessary' sharing?
2. Name two ways to reduce benefits-navigation overwhelm.

Instructor Notes (Optional)

- Role-play calls before you make them to reduce anxiety.
- Ask for a simple summary email after each call.

Case Study

Auntie First, Caregiver Second?

T., 9, lives with Aunt N. After visits with mom, T. resists bedtime and asks Aunt N. to keep secrets from the caseworker.

Guided Prompts

- Draft a contact plan with calming rituals before/after visits.
- Write two boundary scripts for relatives who drop by.
- Plan supervision adjustments and sleeping arrangements for holidays.



Tools & Templates

- Kinship onboarding checklist
- Benefits step list
- Visitor policy template
- Home safety walk-through checklist
- SIR reminder card

Module Knowledge Check (10 minutes)

1. List one boundary you will communicate to relatives this week.
2. Which two documents will you add to your kinship binder?

Answer Key (for Self-Study Review)

1. Examples: call before visiting; no overnights without approval; adult conversations in private.
2. IDs and medical info; school records; court/placement documents.

Resources & Referrals

- DFPS Minimum Standards §749 (Child-Placing Agencies) and §748 (General Residential Operations).
- STAR Health Behavioral Health Coordination & 24/7 Nurse Line.
- Local MHMR or mobile crisis number; 988 Lifeline.
- Education advocacy: local school district special education contacts; IEP/504 resources.
- Caregiver peer support and respite/IAC networks.

If you are in immediate danger or a youth is at risk, call emergency services and follow agency critical incident procedures.

