

DIFFUSION OF EFFECTIVE BEHAVIORAL INTERVENTIONS (DEBI) PROJECT
Intervention-specific training needs for CBA Providers and/or Health
Department staff coordinating trainings with AED

Intervention title	Sister-to-Sister
Start/End times	8:30 am – 5:00 pm
# Training Days	1
Training Coordination	AED requires a minimum of 6-8 weeks notice in advance of a training date to effectively coordinate training logistics. Under pre-approved circumstances where AED is <i>only</i> responsible for shipping materials, at least 4 weeks notice in advance of the training date is required.
Kit Details	Sister-to-Sister Implementation Manual, Sister-to-Sister Facilitator Teaching Guide, Sister-to-Sister Participant Guide, 2 video clips on a CD, 3 posters - #1: The Sister to Sister Logo Poster, #2: The S.W.A.T. Poster, #3: The Role-play Guidelines Poster
Where/When to send Kits	Materials are sent from AED offices or storage facility to arrive at training site 2-3 days prior to training.
A/V needs	Laptop 2 Newsprint tablets/1 Easels/Markers/Tape LCD projector Screen for projector TV/DVD (LCD and laptop DVD are not used) 5 portable DVD players
Room set-up preferences	Main training room 1 Breakout room with tables and chairs for one trainer and to comfortably accommodate 3-5 pairs, depending on the number of participants U-Shape seating to comfortably accommodate 20 participants Side table for 1-2 trainers Back table for 4 observers
Access to training room	Set up: Approximately 1 hour prior to training start time; preferably the evening before day 1. Main Training Room: 7:00am- 7:00pm. Break Out Room: 8:00am- 6:00pm.
Number of Participants	Sister-to-Sister trainings can accommodate a maximum of 16 participants. An ideal training size would be 12-14. A maximum of 4 observers will be allowed with prior approval of the CDC Technical Monitor. CDC recommends that two staff who will serve as facilitators and conduct the intervention sessions attend the training. Staff, who will have a direct role in implementing Sister-to-Sister , such as the direct supervisors of the Sister-to-Sister facilitators, may attend the training.
Supplies (AED provides)	Certificates of attendance, name badges, table tent cards, participant folders (green), post its and color index cards
Copies/Materials (AED provides)	Additional training materials include: - Facilitator's knowledge test (pre/post) (1 pre- and 1 post-test for each participant) - Teach back Assignment Forms (2 per TOF) - Teach back Assessment Forms (1 per participant)

	<ul style="list-style-type: none">- Training Satisfaction Questionnaire- Sign-in Sheets- Participant List
<p>PLEASE NOTE: All DEBI Project trainings need to be accessible to individuals with disabilities, including training space, toilet facilities, and interior/exterior routes to the training location that accommodate persons in wheelchairs.</p>	