



## Central California Children's Institute

### FOUNDATIONS OF INFANT MENTAL HEALTH TRAINING PROGRAM

#### ATTENDANCE POLICY

The structure and design of the Foundations of Infant Mental Health Program is very unique. The program is multi-county, multi-disciplinary, and multi-modal, combining lectures with reflective practice to facilitate deeper understanding and ready application of the principles embedded in each session. As such, the goal of the multi-modal approach is to integrate and blend theory and practice, and the structure of each training day supports this goal.

Therefore, completion of a training day requires attendance at all eight sessions, AND at both the lecture and the reflective practice sessions each training day. **Part-day or full-day absences are strongly discouraged.**

In addition, the following attendance policy has been adopted by the Regional IFMH Training Council:

- If you miss **one** session (either lecture, reflective practice pod or both), you will be required to provide a letter from your immediate supervisor confirming that your absence was due to an emergency in order to gain admission to subsequent sessions. This letter can be submitted for review via e-mail or fax **prior to the next session** to Wendy Davis at [wdavis@csufresno.edu](mailto:wdavis@csufresno.edu) or 559-228-2168 (fax). Also, a single session may be "made-up" in year 2; however, no Certificate of Completion will be awarded until eight full day sessions have been completed.
- If you miss **more than one** session (either lecture, reflective practice pod, or both), you will be automatically withdrawn from the program. If interested, you may re-apply for admission in 2013. An additional application **AND** application fee will be required. Application and CEU fees are non-refundable.
- You must sign in for both the morning session (at your table) **AND** sign in again for your reflective practice pod in the afternoon.
- Certificates of Completion will only be granted for those attending all eight sessions. This includes those absent for an emergency. As mentioned above, makeup for one session may be arranged.

Thank you in advance for adhering to this policy. Questions may be directed to Dr. Cassandra Joubert at [cjoubert@csufresno.edu](mailto:cjoubert@csufresno.edu), or at 559-228-2166.