



CONNECTICUT ASSOCIATION  
FOR INFANT MENTAL HEALTH

**Connecticut Association for Infant Mental Health, Inc.**  
**Concerned with the Healthy Social Emotional Development  
of Infants and Young Children**

**Frequently Asked Questions (FAQs)**

**Specialized In-Service Training**

**Q. I have attended well over 30 hours of in-service training but I'm not sure if all of it will be accepted. Should I submit a list of every in-service training I've ever attended?**

A. All in-service training hours that meet criteria toward endorsement must be related to the CT-AIMH Competency Guidelines. Be sure to list which specific knowledge or skill area is covered at each training, e.g., attachment, separation and loss; cultural competence; etc. For a training to count toward endorsement at least one competency must have been covered. It is important to remember that endorsement reflects training specialization in the promotion of culturally sensitive, relationship-based practice promoting social and emotional well-being in the first years of life or infant mental health.

Although the minimum requirement is 30 hours, we expect endorsement candidates to document that they have achieved competency in all (or almost all) of the categories (as identified at your desired level) via college course work, on-the-job training, in-service opportunities and reflective supervision/consultation. So, if there are still gaps in your competencies with only 30 hours, include as many others as you can to fill those gaps.

**Q. How far back can I go when including trainings that meet criteria for endorsement?**

A. There is no limit on how long ago the training was attended to be counted toward requirements. Some candidates may have been in the field for many years and are encouraged to include all the trainings that have shaped their practice in infant-family work. However, it is not necessary to submit a comprehensive list of every training ever attended. The list should reflect a balance of breadth and depth across the competencies and the promotion of infant mental health.

**Q. Are only CT-AIMH sponsored trainings eligible for endorsement?**

A. The training does not need to be sponsored by CT-AIMH to be eligible to count toward your minimum for endorsement. In fact, many trainings that

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you attend for professional licensing or agency requirements may also qualify for endorsement (for example an ethics training for social workers, Early On training about family-centered planning, or doula training, to name only a few).

A specialized training that is eligible for endorsement should meet the following criteria:

1. Is culturally sensitive, relationship-focused and promotes infant mental health
2. Relates to one or more of the competencies in the CT-AIMH Competency Guidelines
3. Is specific to the level of endorsement at which you are applying

**Q. I'm applying for the Level II endorsement, so is it okay when I submit my application if I delete the sections of the E-form template that do not apply to my endorsement application?**

A. Yes, you can delete those sections on the document that you submit, but we recommend that you save an electronic version of your completed portfolio with all the sections in tact for when you are ready to move up to Level III.

**Q. I was reading the endorsement requirements for trainings at Level II and it states I need "30 clock hours of relationship-based education training pertaining to the social and emotional development of infants, toddlers and families" and then under Continuing Endorsement Requirements it states: "15 hours per year of relationship-based education training, approved by the organization, specific to the social and emotional well-being of infants, toddlers, and families." Are these two separate requirements or do they overlap?**

A. The minimum of 30 clock hours that is required with your portfolio can have been earned over the course of your career, even if they were attended many years ago.

In order to renew endorsement, a minimum of 15 additional hours of specialized in-service training is required annually. Beginning in January, 200\_, CT-AIMH has an annual membership based on the calendar year, from January to December. Endorsement renewals will follow the calendar year. All endorsement renewal documentation will be due in January 200-, and annually after that in order to remain active on the CT-AIMH Endorsement Registry.

**Q. Are there any in-service trainings, conferences or courses that are mandatory while working toward endorsement?**

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A. No. But we do strongly recommend that you carefully review the CT-AIMH Competency Guidelines to identify the skill and knowledge areas for the level at which you are applying. We expect candidates to document competency in these areas either through course work, work experience, reflective supervision/consultation, and/or in-service training. It is important to seek out in-service training/conference offerings that will fill in any competency gaps you might have. Some skill areas (such as empathy and compassion, self-awareness) will be documented in the three reference ratings that you will include with your portfolio.

CT-AIMH offers an optional self-study form called [The Getting Started Form](#) that can help you identify your competency strengths and gaps.

Trainings that might not meet criteria would be focused primarily on school-aged children or adolescents or the elderly. Of additional importance to note, most CT-AIMH sponsored trainings will also meet criteria for social work continuing education hours.

**Q. I heard from a colleague that I could count only one conference in my Professional Portfolio. Is that true?**

A. On the E-form template, candidates must list a minimum of 30 hours of relevant in-service training. Candidates are encouraged to include all relevant conferences that they have attended, but only one conference (with many workshops) may be counted toward the 30-hour minimum. CT-AIMH recognizes that conferences are an important way to be exposed to new material, but believes a balance with lengthier, more intense in-services of six hours or more helps to build skills.

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