



# The safeTALK T4T: What You Need to Communicate to Your Supervisor

You will have the responsibility to brief or inform your supervisor about these important steps for you and your organization to implement safeTALK.

## Trainer Requirements

- » Workshops must be consistent with the program's standardized and evidence-based curriculum, objectives, content, training processes, and updates. LivingWorks does not support deviations from standards, and any adjustments must be outlined in the workshop report.
- » Workshops must be delivered to a minimum of 10 participants and a maximum of 30 participants with one safeTALK trainer and one Community Support Resource (CSR). Provisional trainers may not co-train and share the role of the CSR.
- » Two trainers can deliver a workshop for up to 40 participants, with a designated CSR.
- » Provisional trainers must complete a minimum of three workshops in the first year and must be able to demonstrate that they can present all the tasks in safeTALK. Some trainers are given conditions after their Training for Trainers (T4T) and complete provisional status in five or more workshops. LivingWorks Trainer Support can collaborate with trainers who need extra support or who need to work with experienced trainers. For extra guidance about sharing a workshop, use the document *Co-Training Workshops* (located in the All Programs Document Center, within the Members area of the LivingWorks website).
- » A CSR is ideally a person who has participated in a ASIST workshop. The CSR is a vital role that increases safety for participants who may struggle with their own experiences with suicide. Your CSR should be able to provide a suicide intervention as well as the initial response to an unresolved bereavement issue. The CSR increases safety for the workshop and models the value of a suicide-safer community. You may consult LivingWorks Trainer Support to help you find an appropriate CSR when ASIST-trained personnel are unavailable.
- » Participants must be at least 15 years old to attend. Based on best practices for youth suicide prevention training, workshops that include youth should include a mix of adults and youth. For more information, please refer to the document *safeTALK for Youth* (located in the Members area of the LivingWorks website).
- » safeTALK must be offered over 3–4 hours to be considered a standard workshop.
- » Participant registration is an important part of the workshop, allowing trainers to prepare the room set-up, trainer tasks, etc. Trainers need at least 12 hours of preparation time for each workshop during their provisional trainer status. In addition to this, it is important for the trainer and organizer to have time to plan and prepare.
- » Materials need to be ordered and purchased at least one month in advance of the workshop to allow time for shipping.
- » Trainer reports must be submitted online within 6 weeks of a workshop. This allows LivingWorks to track trainer status. The trainer report form is located in the safeTALK Trainer Center (within the Members area of the LivingWorks website). Registered trainers must complete a minimum of two workshops per year.

- » Trainer materials received during the T4T remain the property of the successful trainer candidate, regardless of sponsorship for the training, in part or in full. Should the trainer be suspended for any reason or no longer wish to deliver training for LivingWorks, the training materials must be a) returned to LivingWorks or b) destroyed.

Sign off by Organization/Employer: \_\_\_\_\_