

## *The Learning Process*

To prepare you for your role as a caregiver, Children and Family Services uses the Parent Resources for Information, Development and Education (PRIDE) online learning system. The first coursework you must complete is called PRIDE Pre-Service Training. These are online courses and you will need a computer and internet connection to complete this training.

## *Getting Registered*

A caregiver program worker collected some basic information from you so ministry staff can create your online PRIDE account.

- You must provide a unique email address to get a PRIDE account and participate in training. If there will be more than one caregiver in your household, each caregiver requires a separate email address to be registered to take training.

## *Using PRIDE*

- **You will need a computer or laptop connected to the internet to complete PRIDE courses.** Tablets and phones are not suitable; the lessons are best viewed on larger screens, where activities can be completed more easily.
- **Each person in your household taking the training must complete the course individually,** including interactive activities such as e-books.
- Pre-Service Training consists of 10 sessions that take approximately 35 hours to complete, as well as two mandatory virtual Learning Check-Ins.  
**\*\*Participants MUST complete sessions 1-5 before attending the Learning Check-in for sessions 1-5\*\***  
**\*\*Participants MUST complete sessions 6-10 before attending the Learning Check-in for sessions 6-10\*\***
- Training should be self-paced, but with the expectation that **all sessions will be complete within 12 weeks.**
- PRIDE is hosted on a non-government server within Canada. When you use PRIDE, your basic information and coursework is stored on this server. Please review the information collection notice below.

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## Ministry of Children and Family Services Government of Alberta

### **Collection Notice**

The personal information you provide is collected and used by the Ministry of Children and Family Services for the purpose of delivering the Parent Resources for Information Development and Education (PRIDE) caregiver training program. The authority for this collection and use comes from Section 126(3) of the *Child, Youth and Family Enhancement Act* and will be managed in accordance with the *Freedom of Information and Protection of Privacy Act* (FOIP Act). Please be aware that any information collected will be stored and accessed on a server in Canada not belonging to the Government of Alberta.

Discussion boards, activities and the potential for written answers will be included in the training. To protect your own privacy and the privacy of others, please do not include any personal information, including phone numbers and email addresses in the body of your comment. Please do not share personal information about others, including pictures.

If you have questions about the collection of your personal information, please contact the Provincial Caregiver Training Team by phone at 780-427-0159 or by email at [CS.CaregiverTraining@gov.ab.ca](mailto:CS.CaregiverTraining@gov.ab.ca).

**Personal Information Collected**

1. When you are registered in the PRIDE Online Learning system, your information will be stored on a non-government of Alberta server in Canada.
2. The information stored will include:
  - Your User Profile: First and last name, email address, User ID, and non-identifying data about your service region and caregiver type.
  - Any responses you provide when completing the online Caregiver Training Curriculum. The training platform will also automatically send progress notification emails to you after each session is completed.
3. Upon discontinuation of your caregiver services with the ministry, the ministry will deactivate your PRIDE user account; however, the account information will be retained on the PRIDE system in accordance with record retention policies.