



Idaho Council on Domestic Violence and Victim Assistance  
**Domestic Violence Offender Intervention Program**

**APPLICATION for NEW TRAINEE**  
**Cover Sheet**

Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Agency/Organization Name: \_\_\_\_\_

Program Supervisor Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Website Address: \_\_\_\_\_

**Checklist**

To be complete, a new trainee application must include the following:

\_\_\_\_\_ Program Cover Sheet/Checklist

\_\_\_\_\_ Application Form

\_\_\_\_\_ Signed Statement

\_\_\_\_\_ Current Criminal History/Background Check (*within previous 6 months*)

**By signing below, I acknowledge I have reviewed this application and approve submittal to ICDVVA for consideration by the Offender Intervention Program Committee.**

\_\_\_\_\_  
Program Supervisor Signature

\_\_\_\_\_  
Date

# APPLICATION for NEW TRAINEE

## **Trainee(s):**

A trainee is a paid or volunteer staff person who has not complete the minimum requirements. A trainee may serve as a co-facilitator of groups with a Direct Service Provider or Program Supervisor but may not facilitate a group alone. An individual may be considered a trainee for no more than two (2) years unless exceptional circumstances are demonstrated and provisional approval is granted, subject to additional requirements.

Name of Trainee

Start Date

---

---

---

---

---

---

# APPLICATION for NEW TRAINEE

## Signed Statement

Program: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Have you ever been convicted of a felony or misdemeanor?  Yes  No

Have you even been convicted of a crime involving violence?  Yes  No

Have you ever been charged with a crime involving violence, moral, or sexual issues?  Yes  No

Have you ever received a deferred sentence or had judgment withheld for a crime involving violence, moral, or sexual issues?  Yes  No

Have you ever been charged with a professional ethics violation?  Yes  No

Have you ever been named as a defendant or respondent in any civil or criminal action with the allegation of the use of threatened or actual violence?  Yes  No

If you answered "yes" to any of the above questions, please explain:

---

---

---

---

***Any program staff has an ongoing duty to report, within 72 hours, to their agency any civil or criminal action in which they are named as defendant or respondent with the allegation they used or threatened to use violence. The agency shall forward information regarding the incident to the Idaho Council on Domestic Violence and Victim Assistance within 72 hours of its notification.***

Signature: \_\_\_\_\_

Date: \_\_\_\_\_