



TIPS for Receiving TRIS Credit for Just in Time (KY)

- ⇒ Be sure your **name** and **email** match what is listed on your TRIS account. If you are unsure, check with your worker!
- ⇒ If you foster for DCBS and have an R&C worker, please choose DCBS Foster Parent as your role.
- ⇒ If you foster for a private agency, please select Private Agency Foster Parent.
 - ⇒ These selections can help your trainings appear on your training record in a timely manner.
- ⇒ Be sure you only list one name for each attempt.
 - ⇒ You may watch a video with a spouse/partner but you must each take the quiz and pass it to receive credit. After the first person completes and passes the quiz, do not close the video window. Click the back arrow or open the video page and click the link again for the quiz. Then you may enter the next person's name and email to complete the quiz.
- ⇒ If your name and/or email in TRIS need to be updated, please contact your worker for assistance.
- ⇒ Be sure you save a copy of your certificate to your computer for your records!

More information can be found [HERE](http://www.jitkentucky.org/faq.html). (<http://www.jitkentucky.org/faq.html>)

