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Training Solutions

Español

Greetings!

We have some exciting updates to share!

In this edition of Training Solutions you can find:

- A review of 2025's releases
- Background check best practices
- A review of trainer, TA professional, and training data

Please note, our office will be closed for Winter Break Wednesday, December 24 through Thursday, January 1. Our normal business hours will resume on Friday, January 2, 2026. During the break, our staff will

not be processing courses and events or responding to emails or voicemails. Please plan accordingly.

As always, please [contact us](#) for any questions you have regarding the information below.

Best Regards,
The Wisconsin Registry Professional Development Team



A Review of 2025's Releases

TAP Level Expansion

As of June 2025, The Technical Assistance (TA) Professional types have expanded. Those currently approved as a TA Professional are now designated as Advanced Technical Assistance Professionals.

Additionally, two new types, Basic Technical Assistance Professional and Intermediate Technical Assistance Professionals have been added.

These two new membership types were developed with feedback from the field to include those who do not yet meet the current requirements for TA Professional, but are working toward meeting them.

All four levels require:

- A Department of Justice Name Based Criminal History Record check completed within the last five years
- A signed Registry T-TAP Agreement
- Completion of the PDAS Foundations Course
- Completion of the PDAS Technical Assistance Professional course or equivalent
- A Registry Level 10 or Higher

Find more information on the TA Professional levels on our website [here](#).

Roster Entry Timeline

Effective November 6, 2025, the training roster entry window has shortened from 45 days to 15 days. The Wisconsin Registry, our partners, and members rely on timely training event roster data entry. This ensures accurate recognition of members' achievements and ensures partners have the data to make decisions that support the field.

For Trainers and Training Sponsor Organizations, the following Training Event Roster entry strategies may be helpful to you:

- If your event allows extra time for homework, set the end date of your event to match the homework due date (be sure to put this in the additional info).
- For in-person events, utilize the Registry app to scan an individual's Registry eID to verify attendance.
- Utilize Registry Online Registration for more efficient roster management. For more information, visit the Training Sponsor Organization Registration page on the Wisconsin Registry site or the Online Registration Toolkit.

Trainers and Training Sponsor Organizations should contact the Wisconsin Registry PD team if you have questions or concerns regarding attendance verification.

Background Check Best Practices

A criminal background check is treated as expired if its completion date falls within the first six months of a current membership. Because the Wisconsin Registry system cannot generate a notice six months before the five-year date of the background check was previously received, Registry staff set the displayed expiration date to six months earlier than five years. This helps the system identify more individuals whose

background checks will expire during their current membership, instead of relying on Registry staff to contact them.

Although your background check may be current when submitting your membership renewal, it will expire during your current membership. Registry staff will ask for an updated background check to ensure it will be current the duration of your Training and/or TA Professional membership year. You may upload a new background check during your membership application before you submit, or you can submit your application and send the background check by email. You may email the Wisconsin Registry PD team at support@wiregistry.org.

The support guide [How to Obtain a Criminal Background Check](#) provides steps for obtaining a DOJ Name-Based Criminal History Record Check. Here is a [step by step](#) guide that will help you obtain the correct background check.

Please note, the Wisconsin Registry does not accept the Department of Justice Fingerprint background check (Final Letter of Eligibility).

Trainer, TA Professional, and Training Data

812 REGISTRY APPROVED TRAINERS



206 CURRENT TA PROFESSIONALS

BASIC

7

INTERMEDIATE

0

ADVANCED

199

4,908 REGISTRY APPROVED TRAININGS OFFERED IN 2025



399

In the Northeastern Region



54

In the Northern Region



642

In the Southeastern Region



335

In the Southern Region



103

In the Western Region



3375

Web Based

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Wisconsin Registry
2908 Marketplace Drive, Suite 103
Fitchburg, WI 53719
wiregistry.org | 608-222-1123