DSHS Virtual Classroom Standards
Addendum to DSHS 02-714

1) DSHS approved curriculum, other than hands-on skills training as required in WAC 388.112A.0300, may be taught in a virtual classroom environment during times of emergency when in-person classroom training is prohibited.

2) Training programs seeking DSHS approval for virtual training beyond times of emergency shall:
   a) Identify the video conferencing or application to be used;
   b) Submit a written description of how classroom activities will be modified for effective instruction in a virtual classroom environment;
   c) Either submit a recorded demonstration of the virtual classroom in use, or schedule an opportunity for the department to view a live example of the virtual classroom.

3) “Virtual classroom” means a synchronous instructor-led, remote learning environment conducted in real time using video conferencing technology that:
   a) Allows for two-way audio and video communication between the instructor and all students;
   b) Allows the instructor to monitor student engagement;
   c) Allows the instructor and students to participate, interact, present, show work, and ask and answer questions;
   d) Allows the instructor to break students into virtual small groups for work and discussion if required by the curriculum;
   e) Allows the instructor to monitor each small group individually as they work and interact;
   f) Allows the instructor to maintain a record of attendance.

4) The instructor shall provide each student with a physical or electronic copy of the text and any other required materials.

5) The instructor shall assure that the course is taught fully and according to the hours required.

6) For courses requiring competency testing, the Instructor must provide a safe and reliable way to administer the test and verify the identity of the student.