



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.