Assessment Coach – GOLD® Endorsement

3-year Approval

Last Updated: August 20, 2026

Use the checklist below to track your completion of all requirements before applying online in Develop.
Application submissions that don't meet requirements will be unapproved.

Approval Requirements	
	Completed?
Develop Individual Membership with a minimum Career Lattice **Step 6**	
Current and Verified **Employment** with the **State of Minnesota**	
Current **Implementing GOLD®** certification issued by Teaching Strategies	
Verified **Background Check**	
Mandated Reporter training **–** Certificate of Completion	
Verified **Data Privacy and Security** training	

Requirement Details and Support	
Current Employment	Your Employment must show as **verified** on the **Employment tab** of your Develop Individual Profile under one of the following **Organization ID** numbers: **#1203 or #1530.** **Need help?** Use the **Develop Help Guide:** Reporting Employment for Individuals or contact the **Develop Help Desk**: support@develophelp.zendesk.com.
Current Certification	Current **Implementing GOLD®** certification issued by Teaching Strategies. • Send your un-expired certificate to support@mncpd.org with the subject line "RBPD Implementing Gold."

Background Check
 	
DCYF conducts background checks through an authorized vendor that performs a nationwide search of criminal records. Any findings are reviewed to determine if disqualifying offenses are present.
	A **Background Check must show as verified** on the **Education tab** of your Develop Individual Profile under **Credentials, Certificates, Diplomas and Other Endorsements.**
	Start this process *before* applying for RBPD approval.
	
	To request a background check, email: TrainerRBPD.BackgroundCheck@state.mn.us.
	• Include:
	  ○ **Reason:** RBPD Specialist Application
	  ○ Your **full name**
	  ○ **Email** address
	  ○ Develop **Individual ID number**
	
	Important: The State of MN verifies background checks in Develop – not Achieve.
	• Do **not** send background check results to Achieve.
	• Do **not** ask Achieve to verify it.

Mandated Reporter Training Must be completed within one year prior to submitting your application.	Complete the training through MN Child Welfare Training Academy, then send a copy of your certificate of completion to support@mncpd.org after submitting your online application in Develop. • Access this training here • Upon completion, you'll receive a password and certificate link. • Click the **External link** and enter the **Password**. • Provide your name and email address to receive a PDF of the certificate. • A PDF of the certificate will be emailed to you within **15 minutes**. (check your spam folder) • Contact the MN Child Welfare Training Academy for support.

Data Privacy and Security Training
 	
Must be completed within one year prior to submitting your application.
	Offered through Anytime Learning, this training must appear as **verified** on the **Training tab** of your Develop individual profile.
	• Email etlsupport@childcareawaremn.org to register for the training.
	  • Include:
	  • Subject Line: **RBPD Membership Application**
	  • Your **full name**
	  • Develop **Individual ID number**

Renewal Requirements	
RBPD Endorsement Renewal is required every 3 years to maintain your Develop access. Use this checklist to track your renewal requirements progress. Refer to requirement details outlined above.	**Completed?**
Maintain your Develop Individual Membership with a minimum Career Lattice **Step 6.**	
Current **Employment** with the **State of Minnesota.**	
Maintain current **Implementing GOLD®** certification through Teaching Strategies.	
Complete **30 total hours** of professional development over your 3-year approval period. Refer to the Professional Development (PD) Renewal Form to document and learn how to submit your completed hrs.	
Data Privacy and Security Training	
Mandated Reporter Training - Certificate of Completion	