



## **ADVANCED INSPECTOR TRAINING SEMINAR**

**JUNE 12-14, 2018**

**KANSAS CITY, MISSOURI**

**TRAVEL DAY - MONDAY JUNE 11, 2018**

**TUESDAY, JUNE 12TH & WEDNESDAY, JUNE 13TH**

**7:00 – 8:00 AM BREAKFAST**

The Council on Licensure, Enforcement & Regulation (CLEAR) promotes regulatory excellence through conferences, educational programs, webinars, seminars and symposia. As a neutral forum to encourage and provide for sharing of best practices, CLEAR serves and supports the international regulatory community and its vital contribution to public protection.

In 2018, AAFCO became a member of CLEAR in order to further expand the availability of training needed by the Association's membership.

**TRAINING BEGINS PROMPTLY AT 8:00 AM DAILY**

Throughout the two day CLEAR led training, AITS attendees will learn about the following subjects:

### **Investigative Analysis**

**Complaint Scene Analysis** teaches how to develop a process of analytical thinking that assists the investigator in obtaining correct investigative information. The section includes a discussion of the role of investigative paradigms, complaint overviews that clarify the basis of a complaint and focus the investigation and methods to analyze the details at the scene of a complaint to see if scene details may prove or disprove a complaint.

**Written Statement Analysis** includes techniques for identifying omissions and potential deception in a written statement. Many boards or agencies obtain a written statement from licensees, complainants and witnesses during or even before an investigation. Written statement analysis helps investigators recognize where additional questioning or investigation is needed and provides attendees with an additional tool for identifying inaccuracies in a statement.

### **Investigative Report Development**

This module consists of information and practical exercises to improve an investigator's written reports. The course approaches report development as an integrated process, used from the beginning to the end of an investigation; one that clarifies the investigative path and improves thoroughness and accuracy. Topics include:

- Developing report formats.
- Reporting descriptive observation and activities.
- Reporting interview information.
- Obtaining written statements.

Morning and Afternoon breaks will be included. Lunch, provided by meeting, will begin at 11:30 Daily.

**5:00 PM – ADJOURN Dinner on Your Own**



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<b>THURSDAY JUNE 14, 2018</b>	
<b>7:00 – 8:00 AM BREAKFAST</b>	
<b>8:00 AM – 9:30 AM</b>	<b>Inspectional Issues &amp; Concerns</b>
<p>An opportunity for attendees to seek advice from other inspectors and subject matter experts regarding the variety of inspectional work that a feed inspector may participate in. This is a great opportunity to discuss both state and federal inspections, including: Part 225 GMPs, non-medicated GMPs and BSE inspections.</p>	
<b>9:30 AM BREAK</b>	
<b>10:00 AM – 11:30 AM</b>	<b>Inspectional Issues &amp; Concerns</b>
<p>An opportunity for attendees to seek advice from other inspectors and subject matter experts regarding the variety of inspectional work that a feed inspector may participate in. This is a great opportunity to discuss both state and federal inspections, including: VFDs, Part 507 GMPs and what PC inspections may look like.</p>	
<b>11:30 AM LUNCH</b>	
<b>12:30 PM – 1:00 PM</b>	<b>Feed Labeling Requirements</b>
<p>A quick review of labeling requirements for livestock feeds, feed ingredients and livestock minerals/supplements.</p>	
<b>1:00 PM – 2:30 PM</b>	<b>Medicated Feed Labeling Requirements &amp; Medicated Feed Labeling Calculations</b>
<p>A review of medications that are added to animal feeds and how the medicated feeds should be labeled. Also, a discussion about medicated feed for non-approved species (MUMS) and the Veterinary Feed Directive Regulations. A hands-on label review for advanced inspections, which will train inspectors on how to review a medicated feed label during an inspection, as well as calculate drug amounts in the finished feed to ensure proper use levels.</p>	
<b>2:30 BREAK</b>	
<b>3:00 PM – 4:00 PM</b>	<b>Complaint Investigations</b>
<p>Complaints involving suspect feed can lead a feed inspector in many different directions. This topic will allow for discussion regarding the types of questions to ask during a complaint investigation, what evidence to collect, whether to sample a suspect feed, etc.</p>	
<b>4:00 – 4:45 PM</b>	<b>Q &amp; A</b>
<p>This is the time to ask any unanswered questions from any topic covered during the training.</p>	
<b>4:45 – 5:00 PM</b>	<b>AITs Wrap-Up, Evaluations &amp; Certificates</b>
<b>5:00 PM – ADJOURN Dinner on Your Own</b>	
<b>FRIDAY JUNE 15, 2018</b>	
<b>TRAVEL DAY</b>	