

## **Interim Process for training of Direct Support Professionals during COVID-19 crisis**

**Effective April 7, 2020**

As providers are faced with continued staffing challenges and strive to get new hires in place quickly, the following modified training schedule has been approved. The OJT portion should occur one-to-one, with the new hire working with an experienced staff for training. All training must be documented.

### **Training that must be provided prior to working with consumers:**

- Prevention of Abuse, Neglect and Exploitation
- Critical Incidents
- Consumer Supervision
- OSHA Guidelines, Work Place Safety
- Signs and Symptoms of Illness and Seizures
- Confidentiality, HIPAA

### **Staff must work directly with another person until the following are completed and documented:**

**(On-line curricula are acceptable)**

- First Aid American Red Cross Certified)
- CPR (American Red Cross or American Heart Association Certified)
- Approved Crisis Management Curriculum
- Approved Medication Technician Certification
- Physical Management (turning, positioning, body mechanics, etc.)
- Lifting, Transfers & Passenger Assistance
- Personal Care
- Recognizing and Responding to Suicidal Behavior
- Fire Safety/Disaster Preparedness

### **Staff may receive training through OJT, in lieu of a regular pre-service orientation:**

- Mission, Vision, Values
- False Claims Recovery
- Consumer Funds
- Person Centered Planning and Personal Outcome Measures
- Rights, Due Process
- Understanding Disability
- Personal Property Inventory

### **Prior to driving with consumers or other staff:**

- Defensive Driving (National Safety Council)

The provider must maintain documentation of training according to this modified schedule. At the conclusion of the COVID-19 State of Emergency, DDSN and the Provider Network will revert back to the previously approved training requirements, as stated in DDSN Directive 567-01-DD.