

## QUICK REFERENCE GUIDE TO MANDATED TRAININGS FOR SELF-DIRECTED EMPLOYEES

Timeline	Self-Directed Employees	Trainer	Services
<b>Within 6 months of hire</b>	<b>DDD System Mandatory Training Bundle:</b> <b>DDD Life Threatening Emergencies (Danielle’s Law)</b>  <b>DDD Stephen Komninos’ Law</b>  <b>DDD Shifting Expectations: Changes in Perception, Life Experience &amp; Services</b>  <b>Prevention of Abuse, Neglect &amp; Exploitation: Modules 1, 3, 4, 5, and 7</b>	College of Direct Support  OR  non-online version available	<ul style="list-style-type: none"> <li>● Self-Directed Employees (SDEs)</li> </ul>
	<b>Prevention of Abuse, Neglect &amp; Exploitation Practicum</b> (on-site competency assessment after completing Prevention of Abuse, Neglect & Exploitation modules listed above)	Individual/Family	
	<b>Individual/Family Developed Orientation</b> Length & content determined by the Individual/Family	Individual/Family	
<b>If applicable, prior to administering</b>	<b>Medication</b> ✓ Medication Basics ✓ Working with Medications ✓ Administration of Medications & Treatment ✓ Follow-up, Communication and Documentation of Medications	College of Direct Support  OR  non-online version available	
<b>If applicable, within 6 months of hire</b>	<b>Medication Practicum</b> (on-site competency assessment after completing training listed above)	Individual/Family	
<b>Within 6 months of hire &amp; every 2 years</b>	<b>CPR Certification</b> Recertification every two years  <b>Standard First Aid Certification</b> Recertification every two years	Nationally Certified Training Programs	
<b>If applicable, within 6 months of hire</b>	<b>Specialized Training</b> As determined by caregivers	Individual/Family	
<b>If applicable, within 6 months of hire</b>	<b>Behavior Supports Plan Overview</b>	Author of the Behavior Plan	