



DDD Trainings for Support Coordination Agencies – December 2025

- Click on the training title to register – advance registration is required.
- Certificates of Participation will be issued to those attending a live training.

Date and Time	Training Title/Registration Link
December 2, 2025 10 – 11:00 a.m. Live via Go To Webinar	Support Coordination Agency (SCA) Staff Qualification Requirements (1 hour) <i>Presenter: Adriana D’Souza, Quality Assurance Specialist, Education & Training, Support Coordination Unit, Division of Developmental Disabilities</i>
December 2, 2025 2 – 3:00 p.m. Live via Go To Webinar	NEW! Support Coordination Competency Requirements: Strengthening Skills and Supporting Success (1 hour) <i>Presenter: Dawn Cirilo, Quality Assurance Specialist, Education & Training, Support Coordination Unit, Division of Developmental Disabilities</i>
December 3, 2025 10:30 – 11:30 a.m. Live via Teams Webinar	Technical Assistance Session for Evaluation Logistics: Guidance for SCAs (1 hour) Registration link will be provided to the invited Support Coordination Agencies. <i>Presenters: Penny Johnson, Director; Michele Ruggiero, Assistant Director of Evaluation; and Daniel Frade, Assistant Director of Quality & Compliance, Evaluation, Quality & Compliance, Support Coordination Unit, Division of Developmental Disabilities</i>
December 3, 2025 2 – 3:30 p.m. Live via Teams Webinar	Measuring Customer Satisfaction: A Training for Support Coordination Agencies (1.5 hours) <i>Presenter: David Podobed, Quality Assurance Specialist, Education & Training, Support Coordination Unit, Division of Developmental Disabilities</i>
December 4, 2025 2 – 3:30 p.m. Live via Teams Webinar	Putting Home and Community Based Services (HCBS) Rules into Practice (1.5 hours) SC Competency Requirement <i>Presenter: Elizabeth Barrow, Quality Assurance Specialist, and Adriana D’Souza, Quality Assurance Specialist, Education & Training, Support Coordination Unit, Division of Developmental Disabilities</i>
December 8, 2025 10 – 11:30 a.m. Live via Teams Webinar	New Jersey Individualized Service Plan (NJISP) Related: Individualized Service Plan Process and Documentation (1.5 hours) SC Competency Requirement <i>Presenter: Dawn Cirilo, Quality Assurance Specialist, Education & Training, Support Coordination Unit, Division of Developmental Disabilities</i>

Date and Time	Training Title/Registration Link
December 9, 2025 10 – 12:00 p.m. Live via Go To Webinar	Conducting Effective Internal Investigations (2 hours) This session is intended for Support Coordination Agency Heads and Quality Assurance staff. <i>Presenters: Julie Ruestow, PhD, MSW, Office of Investigations, Office of Program Integrity and Accountability, Department of Human Services, and Lauren Chodack, Chief of Incident Reporting and Abuse and Neglect Hotline, Office of Risk Management, Division of Developmental Disabilities</i>
December 9, 2025 2 – 3:30 p.m. Live via Teams Webinar	New Jersey Individualized Service Plan (NJISP) Related: New Jersey Comprehensive Assessment Tool (NJCAT) and Person-Centered Planning Tool (PCPT) Overview (1.5 hours) SC Competency Requirement <i>Presenter: Adriana D’Souza, Quality Assurance Specialist, Education & Training, Support Coordination Unit, Division of Developmental Disabilities</i>
December 10, 2025 10 – 11:30 a.m. Live via Teams Webinar	New Jersey Individualized Service Plan (NJISP) Related: Service Entry and iRecord Overview (1.5 hours) SC Competency Requirement <i>Presenter: David Podobed, Quality Assurance Specialist, Education & Training, Support Coordination Unit, Division of Developmental Disabilities</i>
December 11, 2025 10 – 11:00 a.m. Live via Go To Webinar	NEW! Support Coordination Competency Requirements: Strengthening Skills and Supporting Success (1 hour) <i>Presenter: Dawn Cirilo, Quality Assurance Specialist, Education & Training, Support Coordination Unit, Division of Developmental Disabilities</i>
December 11, 2025 2 – 3:30 p.m. Live via Teams Webinar	New Jersey Individualized Service Plan (NJISP) Related: Employment Expectations and Overview (1.5 hours) SC Competency Requirement <i>Presenter: Elizabeth Barrow, Quality Assurance Specialist, Education & Training, Support Coordination Unit, Division of Developmental Disabilities</i>
December 15, 2025 10 – 11:00 a.m. Live via Go To Webinar	Planning Team Partnerships: Using the Addressing Enhanced Needs Form (AENF) in Plan Development (1 hour) SC Competency Requirement <i>Presenters: Jennifer Long, Quality Assurance Coordinator; Karen Reilly, Quality Assurance Specialist, Clinical and Behavioral Services, Care Management and Support; and Dawn Cirilo, Quality Assurance Specialist, Education & Training, Support Coordination Unit, Division of Developmental Disabilities</i>
December 16, 2025 2 – 3:00 p.m. Live via Teams Webinar	Deliverables and Claims Requirements: A Training for Support Coordination Agencies (1 hour) <i>Presenter: Adriana D’Souza, Quality Assurance Specialist, Education & Training, Support Coordination Unit, Division of Developmental Disabilities</i>

Date and Time	Training Title/Registration Link
December 17, 2025 10 – 11:30 a.m. Live via Go To Webinar	NEW! Supporting the Person: Medical Supports and Documentation (1.5 hours) SC Competency Requirement <i>Presenters: Janay Ellsworth, Quality Assurance Specialist, DDD Resource Team; Faith Gager, Regional Staff Nurse, Clinical and Behavioral Services, Care Management and Provider Support; and David Podobed, Quality Assurance Specialist, Education & Training, Support Coordination Unit, Division of Developmental Disabilities</i>
December 17, 2025 2 – 3:30 p.m. Live via Teams Webinar	Supporting a Vision: Identifying Supports and Services (1.5 hours) <i>Presenter: David Podobed, Quality Assurance Specialist, Education & Training, Support Coordination Unit, Division of Developmental Disabilities</i>
December 19, 2025 10 – 11:30 a.m. Live via Teams Webinar	Developing a Corrective Action Plan (CAP) (1.5 hours) Registration link will be provided to the invited Support Coordination Agencies. <i>Required for Agency Heads and Support Coordination Supervisors in SCAs with New Corrective Action Plans.</i> <i>Presenter: David Podobed, Quality Assurance Specialist, Education & Training, Support Coordination Unit, Division of Developmental Disabilities</i>

Support Coordination Agencies are reminded that additional trainings are available through The Boggs Center on Disability and Human Development. To see training topics and dates, and to register, go to The Boggs Center's [Online Registration System](#).