



NYS OPWDD Direct Care Training Requirements

Delivery method and training duration are determined by the provider unless further specified in curriculum.

Key:

3 = Initial training within first 3 months of employment

O = Once/Initial

1 = Yearly

N = As needed

| Training Topic | REQUIRED BY | Frequency | Required Audience |
|---|---|-----------|--|
| Abuse - Incident and Abuse Reporting and Processing | 633.8 Regs | 3/1/N | All |
| Abuse - Laws, Regulations and Policies / Procedures Governing Protection From Abuse | 633.8 Regs | 3/1/N | All |
| Abuse - Prevention, Identification, Reporting, and Processing of Allegations of Abuse | 633.8 Regs | 3/1/N | All |
| Addressing Life-threatening emergencies, including availability of CPR, First Aid, emergency medical services, and emergency medical equipment, where present. | 633.10 Regs (facilities) SCIP-R or PROMOTE Training Requirements | N | Staff: <ul style="list-style-type: none"> As determined by policy for addressing the life threatening emergency needs of the persons served. CPR and First aid training are required for implementation of SCIP-R or PROMOTE restrictive interventions. |



| Training Topic | REQUIRED BY | Frequency | Required Audience |
|--|---|------------------|---|
| Behavioral Interventions | 633.16 ADM #2022-04 (Intensive Behavioral Services) | O/N | Staff: <ul style="list-style-type: none"> • Before implementation of any behavior support plan |
| Choking Prevention Initiative(CPI) Part I - "Prevention of Choking and Aspiration" | ADM #2012-04 | 3/N | Staff who are working in: <ul style="list-style-type: none"> • certified residential facilities including free standing respites • OPWDD certified and funded day services (site or community), excluding SEMP. |
| Choking Prevention Initiative(CPI) Part II - "Preparation Guidelines For Food and Liquid Consistency" | ADM #2012-04 | 3/N | Staff who regularly prepare or serve food, assist with dining, and/or provide supervision of individuals at meals and snack times. and are working in: <ul style="list-style-type: none"> • certified residential facilities including free standing respites • OPWDD certified and funded day services (site or community), excluding SEMP. |
| Delegated Nursing Services | Regs 633.17 (medication administration only) ADM #2003-01 (certified residential except IRA/FSR & FCH) ADM #2008-01 (IRA/FSR) ADM #2015-03 (Community HCBS) (applicable to community based ADM #2022-05 | O/1/N O/N | Staff who perform delegated nursing services including medication administration in designated certified settings and in the course of HCBS delivery in the community when authorized by OPWDD. |



| Training Topic | REQUIRED BY | Frequency | Required Audience |
|---|--|------------------|---|
| Elder Justice Act | ADM#2013-01 Title XI of the Social Security Act | 1 | Staff working at Intermediate Care Facilities |
| Infection Control / Blood Borne Pathogens, i.e., Prevention of exposure to body substances which could put others at risk of infection (HIV) | 633.8 Regs. & 633.19 | O | All |
| Medical Immobilization/ Protective Stabilization (MIPS) and Sedation Training | ADM #2010-02 | O/N | Residential staff expected to implement MIPS plans |
| Other Appropriate Topics Relative To Safety and Welfare As May Have Been Specified By the Agency | 633.8 Regs | 3/N | All |
| Personnel Policies and Procedures, Including Staff Training Program at Specialty Hospitals & Proper Feeding Techniques | 680.4 Regs & 680.7 Regs & 680.8 Regs (Note, only 680.8(f) exceeds requirements of Part 633.) | N | All |
| Principles of Human Growth/ Development and Characteristics of the Persons Served | 633.8 Regs. | 3/N | All |
| Promoting Positive Relationships | 633.8 Regs | 3/1/N | All |
| Rights and Responsibilities of Persons Receiving Services | 633.4 Regs | O/N | All |
| Safety and Security Procedures (Including Fire Safety) | 633.8 Regs. 635-7.5 Regs & 686.16 Regs; and ADM # 2012-02 | 3/1/N | <ul style="list-style-type: none"> • 633.8 Regs Apply to all staff • 635-7 & 686.16 Regs; and ADM # 2012-02: apply to staff of certified facilities |



| Training Topic | REQUIRED BY | Frequency | Required Audience |
|---|---------------------------|------------------|--|
| SCIP-R Full Program (This Will Eventually Be Replaced By PROMOTE.) | ADM #2012-03 633.16(i) | O/N | <ul style="list-style-type: none">• Staff who are responsible for implementing behavior support plans that incorporate the use of any physical intervention technique(s) |
| SCIP-R Refresher (This Will Eventually Be Replaced By PROMOTE.) | ADM #2012-03 633.16(i) | 1/N | <ul style="list-style-type: none">• Staff who are responsible for implementing behavior support plans that incorporate the use of any physical intervention technique(s) |
| Tuberculosis Control Plan: Staff of certified facilities | 633.14 Regs | O/1 | All |

This training guide reflects general NYS OPWDD training requirements. There are additional trainings that are required, applicable to specific OPWDD service types and settings, and by Federal, State, and provider agencies that are not reflected in this guide.