

Staff Qualifications and Training Reference: DBHDD DD Provider Manual January 1, 2020							
Expectation Job descriptions are in place for all personnel:		Yes	No	N/A	If N/A, reason marked not applicable	If No, reason marked not present	Reference: DBHDD DD Provider Manual
1.	Job descriptions include qualifications for the job.					<input type="checkbox"/> Job description does not include qualifications for the job.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
2.	Job descriptions include the duties and responsibilities.					<input type="checkbox"/> Job description does not include duties and responsibilities.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
3.	Job descriptions include the competencies required.					<input type="checkbox"/> Job description does not indicate the competencies required.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
4.	Job descriptions include the expectations regarding quality and quantity of work.					<input type="checkbox"/> Job description does not include expectations regarding quality and quantity of work.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
5.	Job descriptions include documentation that all staff personnel have reviewed, understand, and are working under a job description specific to the work performed within the organization.					<input type="checkbox"/> Documentation does not show evidence the staff has reviewed and acknowledged the job description specific to the work performed within the organization.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25

Expectation		Yes	No	N/A	If N/A, reason marked not applicable	If No, reason marked not present	Reference: DBHDD DD Provider Manual
The type and number of professional staff (i.e., Director, DDP, Supported Employment Specialist, Therapists, etc.) and all other professional and licensed staff for the organization meet the guidelines.							
6.	Professional staff are properly licensed and credential in the professional field, as required.				Score NA, if the record reviewed is for a DSP.	<input type="checkbox"/> Professional staff do not meet the credential requirements for the position. <input type="checkbox"/> There is no evidence of the professional staff license in the personnel record. <input type="checkbox"/> Professional staff license are not current as required by the field.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
7.	Staff elected as a Proxy Caregiver received competency-based training to perform the health maintenance activities according to the Physician's written order.				Score NA if the provider does not conduct Proxy Caregiver services for individuals.	<input type="checkbox"/> There is no evidence of the staff elected as a Proxy Caregiver received the required training to perform the health maintenance activities according to the Physician's written order.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
Expectation		Yes	No	N/A	If N/A, reason marked not applicable	If No, reason marked not present	Rationale for Indicator
Personnel information and records include:							
8.	The personnel record shows evidence the provider follows DBHDD					<input type="checkbox"/> The personnel record does not show evidence the provider ensures as a DBHDD contractor and contractor	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25

	<p>policy 04-104 (Criminal Records Checks for Contractors).</p> <p>(Quality of Care Concern)</p>					<p>employees that provide services for DBHDD submitted a fingerprint based criminal background check.</p> <ul style="list-style-type: none"> <input type="checkbox"/> The personnel record does not show evidence of fingerprinting conducted prior to employment. <input type="checkbox"/> The personnel record does not show evidence of fingerprints submitted via the approved fingerprinting vendor (Cogent) used to compare with Georgia and Federal Criminal Records databases. <input type="checkbox"/> The personnel record does not show evidence of a DBHDD approval letter identifying the screening results. 	
9.	The personnel record shows evidence of Driver's license checks including MVR checks.					<ul style="list-style-type: none"> <input type="checkbox"/> The personnel record does not have a copy of the Driver's license. <input type="checkbox"/> The personnel record has an expired Driver's license. <input type="checkbox"/> The personnel record has no evidence of MVR checks. 	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
10.	The personnel record shows evidence of annual TB testing (for all staff providing direct support).				Score NA for staff who do not provide direct support.	<ul style="list-style-type: none"> <input type="checkbox"/> The personnel record does not show evidence of an annual TB testing (for all staff providing direct support). 	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
11.	The personnel record shows evidence of annual work performance evaluations.				Score NA, if staff has been employed less than a year from the date of hire.	<ul style="list-style-type: none"> <input type="checkbox"/> The personnel record does not show evidence of an annual work performance evaluation. 	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25

Expectation Orientation requirements are specified for all staff and are provided PRIOR to direct contact with individuals:		Yes	No	N/A	If N/A, reason marked not applicable	If No, reason marked not present	Reference: DBHDD DD Provider Manual
12.	The personnel record shows evidence staff trained prior to direct contact with individuals on the purpose, scope of services, supports, care and treatment offered including related policies and procedures.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the purpose, scope of services, supports, care and treatment offered including related policies and procedures prior to direct contact with individuals.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
13.	The personnel record shows evidence of staff trained prior to direct contact with individuals on the HIPAA and Confidentiality of individual's information, both written and spoken.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the HIPAA and Confidentiality of individual's information, both written and spoken prior to direct contact with individuals.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
14.	The personnel record shows evidence of staff trained prior to direct contact with individuals on the rights and responsibilities of individuals.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the individual's rights prior to direct contact with individuals. <input type="checkbox"/> The personnel record does not demonstrate staff is trained on the individual's responsibilities associated to the rights prior to direct contact with individuals.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25

15.	The personnel record shows evidence of staff trained prior to direct contact with individuals on the requirements for recognizing and reporting suspected abuse, neglect or exploitation of any individual.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the requirements for recognizing and reporting suspected abuse, neglect or exploitation of any individual prior to direct contact with individuals.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
<p style="text-align: center;">Expectation</p> <p>Within the first 60 days from the date of hire, all staff who will have direct contact with individuals received required training:</p>		Yes	No	N/A	If N/A, reason marked not applicable	If No, reason marked not present	Reference: DBHDD DD Provider Manual
16.	All staff, direct support volunteers, and direct support consultants received competency-based orientation training.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not show evidence of competency-based training conducted for orientation training.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
17.	Within the first 60 days from date of hire, staff received training in the person-centered values, principles and approaches.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the person-centered values, principles and approaches within the first 60 days of hire.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
18.	Within the first 60 days from date of hire, staff received training in holistic approach for providing				Score NA if staff has been employed more than 12	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the holistic approach for providing care, supports and services for the	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25

	care, supports and services for the individual.				months from the date of hire.	individual within the first 60 days of hire.	
19.	Within the first 60 days from date of hire, staff received training in medical, physical, behavioral and social needs and characteristics of the individuals served.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the medical, physical, behavioral and social needs and characteristics of the individuals served within the first 60 days of hire.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
20.	Within the first 60 days from date of hire, staff received training in Human Rights and Responsibilities.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the Human Rights and Responsibilities within the first 60 days of hire.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
21.	Within the first 60 days from date of hire, staff received training in promoting positive, appropriate and responsive relationships with persons served, their families and stakeholders.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the promoting positive, appropriate and responsive relationships with persons served, their families and stakeholders within the first 60 days of hire.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
22.	Within the first 60 days from date of hire, staff received training in the utilization of Communication Skills; Behavioral Support and Crisis Intervention techniques to de-escalate challenging and unsafe				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the utilization of Communication Skills within the first 60 days of hire. <input type="checkbox"/> The personnel record does not demonstrate staff is trained on the Behavioral Support and Crisis Intervention techniques to de-escalate challenging and unsafe	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25

	behaviors; and/or Nationally benchmarked techniques for safe utilization of emergency interventions of last resort (if such techniques are permitted in the purview of the organization i.e. CPI, MANDT, SafetyCare); and the Georgia Crisis Response System (GCRS) to access crisis services.					behaviors; and/or nationally benchmarked techniques for safe utilization of emergency interventions of last resort (if such techniques are permitted in the purview of the organization i.e. CPI, MANDT, SafetyCare) within the first 60 days of hire. <input type="checkbox"/> The personnel record does not demonstrate staff is trained on the Georgia Crisis Response System (GCRS) to access crisis services within the first 60 days of hire.	
23.	Within the first sixty 60 days from date of hire, staff received training in Ethnic and Cultural Diversity Policies.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the Ethnic and Cultural Diversity Policies within the first 60 days of hire.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
24.	Within the first 60 days from date of hire, staff received training in Fire Safety.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the Fire Safety training within the first 60 days of hire.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
25.	Within the first 60 days from date of hire, staff received training in emergency and disaster plans and procedures.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the emergency and disaster plans and procedures within the first 60 days of hire.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25

<p>26.</p>	<p>Within the first 60 days from date of hire, staff received training in Techniques of Standard Precautions.</p>				<p>Score NA if staff has been employed more than 12 months from the date of hire.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> The personnel record does not demonstrate staff is trained on the techniques of Standard Precautions that include the preventative measures to minimize risk of infectious diseases transmission within the first 60 days of hire. <input type="checkbox"/> The personnel record does not demonstrate staff is trained on the techniques of Standard Precautions that include the use of Personal Protection Equipment (PPE) within the first 60 days of hire. <input type="checkbox"/> The personnel record does not demonstrate staff is trained on the techniques of Standard Precautions that include the Sharps Safety (i.e., sharp containers disposed of according to state and local regulated medical waste rules) within the first 60 days of hire. <input type="checkbox"/> The personnel record does not demonstrate staff is trained on the techniques of Standard Precautions that include the Environmental Controls for cleaning and disinfecting work surfaces within the first 60 days of hire. <input type="checkbox"/> The personnel record does not demonstrate staff is trained on the techniques of Standard Precautions that include the Skills Guides for handwashing, cleaning up spills, gloves use, and what to do with 	<p>Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25</p>
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					contaminated supplies within the first 60 days of hire. <input type="checkbox"/> The personnel record does not demonstrate staff is trained on the techniques of Standard Precautions that include the Respiratory Hygiene/Cough Etiquettes for cough, congestion, runny nose or increase production of respiratory secretions within the first 60 days of hire. <input type="checkbox"/> The personnel record does not demonstrate staff is trained on the techniques of Standard Precautions that include the approaches to individual education to include incident reporting and follow-up within the first 60 days of hire.	
27.	Within the first 60 days from date of hire, staff received training in First Aid and Safety.			Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on First Aid and Safety within the first 60 days of hire.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
28.	Within the first 60 days from date of hire, staff received training in BCLS including both written and hands on competency training is required.			Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on BCLS including both written and hands on competency training is required within the first 60 days of hire.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
29.	Within the first 60 days from date of hire, staff received training on			Score NA if staff has been employed	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the specific individual medications and	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25

	specific individual medications and their side effects.				more than 12 months from the date of hire.	their side effects within the first 60 days of hire.	
30.	Within the first 60 days from date of hire, staff received training in Suicide Prevention Skills Training (such as AIM, QPRP).				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on Suicide Prevention Skills Training (such as AIM, QPRP) within the first 60 days of hire.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
31.	Within the first 60 days from date of hire, staff received training in Ethics and Corporate Compliance.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on Ethics and Corporate Compliance within the first 60 days of hire.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
32.	Within the first 60 days from date of hire, staff received training to work with individuals who have co-occurring /are dually diagnoses, as appropriate.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on to work with individuals who have co-occurring /are dually diagnosed, as appropriate within the first 60 days of hire.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
33.	Within the first 60 days from date of hire, staff received training on proper body mechanics for lifting/transferring/positioning as a basic requirement to assist in performing activities of daily living safely.				Score NA if staff has been employed more than 12 months from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the proper body mechanics for lifting/transferring/positioning as a basic requirement to assist in performing activities of daily living safely within the first 60 days of hire.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25

34.	Staff received training on proper body mechanics for lifting/transferring/positioning specific to the individual's care plan protocol prior to working with each individual.				Score NA, when individual plan of care is not applicable.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on proper body mechanics for lifting/transferring/positioning specific to the individual's care plan protocol prior to working with each individual.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
Expectation Required trainings completed annually from the date of hire:		Yes	No	N/A	If N/A, reason marked not applicable	If No, reason marked not present	Rationale for Indicator
35.	All staff, direct support volunteers, and direct support consultants received competency-based annual trainings.				Score NA if staff has been employed less than 1 year from the date of hire.	<input type="checkbox"/> The personnel record does not show evidence of competency-based training conducted for annual trainings.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
36.	A minimum of 16 hours of training was completed annually from the date of hire.				Score NA if staff has been employed less than 1 year from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff received a minimum of 16 hours of annual training aligned with the date of hire.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
37.	Required annual training on Human Rights and Responsibilities was completed.				Score NA if staff has been employed less than 1 year from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff received training on Human Rights and Responsibilities on an annual basis.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
38.	Required annual training on the utilization of Communication Skills; Behavioral Support and Crisis Intervention				Score NA if staff has been employed less than 1 year	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the utilization of Communication Skills. <input type="checkbox"/> The personnel record does not demonstrate staff is trained on the	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25

	techniques to de-escalate challenging and unsafe behaviors and/or Nationally benchmarked techniques for safe utilization of emergency interventions of last resort <u>if such techniques are permitted in the purview of the organization (i.e. CPI, MANDT, and SafetyCare).</u>				from the date of hire.	Behavioral Support and Crisis Intervention techniques to de-escalate challenging and unsafe behaviors and/or nationally benchmarked techniques for safe utilization of emergency interventions of last resort (if such techniques are permitted in the purview of the organization i.e. CPI, MANDT, SafetyCare).	
39.	Required annual training on Fire Safety was completed.				Score NA if staff has been employed less than 1 year from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on Fire Safety.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
40.	Required annual training on emergency and disaster plans and procedures was completed.				Score NA if staff has been employed less than 1 year from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the emergency and disaster plans and procedures.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
41.	Required annual training on specific individual medications and their side effects was completed.				Score NA if staff has been employed less than 1 year from the date of hire.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the specific individual medications and their side effects.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
42.	Required annual training on proper body mechanics for lifting/transferring/positioning as a basic requirement				Score NA if staff has been employed less than 1 year	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the proper body mechanics for lifting/transferring/positioning as a basic requirement to assist in	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25

	to assist in performing activities of daily living safely was completed.				from the date of hire.	performing activities of daily living safely.	
43.	Staff received annual training on proper body mechanics for lifting/transferring/positioning specific to the individual's care plan.				Score NA, when individual plan of care is not applicable.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on proper body mechanics for lifting/transferring/positioning specific to the individual's care plan.	Part II, Section 1, E. Adequate and Competent Staff, Pg. 22-25
Expectation Organizations with Medication oversight or that Administer Medication follow Federal and State Laws, Rules, and Regulations:		Yes	No	N/A	If N/A, reason marked not applicable	If No, reason marked not present	Rationale for Indicator
44.	Staff received training on medications taken by individuals, including the benefits and risks.				Score NA if the staff do not participate in the supervision of medication management.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the medications taken by individuals, including the benefits and risks.	Part II, Section 1, D. Medication and Healthcare Management , Pg. 16-21
45.	Staff received training on the monitoring and supervision of individual self-administration of medications.				Score NA if the staff do not participate in the supervision of medication management.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the monitoring and supervision of individual self-administration of medications.	Part II, Section 1, D. Medication and Healthcare Management , Pg. 16-21
46.	Staff received training on the individual's right to refuse medications.				Score NA if the staff do not	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the	Part II, Section 1, D. Medication and

					participate in the supervision of medication management.	individual's right to refuse medications.	Healthcare Management , Pg. 16-21
47.	Staff received training on the documentation of medication requirements.				Score NA if the staff do not participate in the supervision of medication management.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the documentation of medication requirements.	Part II, Section 1, D. Medication and Healthcare Management , Pg. 16-21
Expectation The Developmental Disability Professional (DDP) personnel record and training requirements:		Yes	No	N/A	If N/A, reason marked not applicable	If No, reason marked not present	Rationale for Indicator
48.	The Developmental Disability Professional (DDP) record shows evidence of a signed DDP job function that meets DDP requirements.				Score NA only for Crisis providers.	<input type="checkbox"/> The personnel record does not show evidence of a signed DDP job function that meets DDP requirements.	Part II, Section 1, G. Professional Designations, Pg. 42-46
49.	The Developmental Disability Professional (DDP) record shows evidence of a specific schedule for each site and sufficient contract hours per week (not a PRN staff) to meet the individual's needs of the assigned caseload.				Score NA only for Crisis providers. Score NA for DDPs employed fulltime.	<input type="checkbox"/> The personnel record does not show evidence of a specific schedule for each site and sufficient contract hours per week to meet the individual's needs of the assigned caseload.	Part II, Section 1, G. Professional Designations, Pg. 42-46

50.	The Developmental Disability Professional (DDP) record shows evidence of attestation by DDP that scheduled or contracted hours do not conflict with his/her work with another provider agency (if applicable).			Score NA if the DDP is a fulltime employee and if this is a Crisis provider.	<input type="checkbox"/> The personnel record does not show evidence of documentation of the attestation by the DDP that the scheduled or contracted hours do not conflict with his/her work with another provider agency.	Part II, Section 1, G. Professional Designations, Pg. 42-46
51.	The Developmental Disability Professional (DDP) record shows evidence of a copy of diploma, license or certification to verify qualifications for performing DDP job functions.			Score NA only for Crisis providers.	<input type="checkbox"/> The personnel record does not show evidence of a copy of diploma, license or certification to verify qualifications for performing DDP job functions.	Part II, Section 1, G. Professional Designations, Pg. 42-46
52.	The Developmental Disability Professional (DDP) record shows evidence of an annual evaluation of adequacy of the DDP deliverable relative to the agency functions and needs as part of QI activities.			Score NA only for Crisis providers.	<input type="checkbox"/> The personnel record does not show evidence of an annual evaluation of adequacy of the DDP deliverable relative to the agency functions and needs as part of the QI activities.	Part II, Section 1, G. Professional Designations, Pg. 42-46
53.	The personnel record shows evidence of the required trainings for the Developmental Disability Professional (DDP) in the first year of employment			Score NA only for Crisis providers.	<input type="checkbox"/> The personnel record does not demonstrate the DDP is trained on Individual Service Planning.	Part II, Section 1, G. Professional Designations, Pg. 42-46

	for the Individual Service Planning.						
54.	The personnel record shows evidence of the required trainings for the Developmental Disability Professional (DDP) in the first year of employment for the Support Intensity Scale overview.				Score NA only for Crisis providers.	<input type="checkbox"/> The personnel record does not demonstrate the DDP is trained on the Support’s Intensity Scale overview.	Part II, Section 1, G. Professional Designations, Pg. 42-46
55.	The personnel record shows evidence of the required trainings for the Developmental Disability Professional (DDP) in the first year of employment for the Health Risk Screening Tool (HRST) online training overview.				Score NA only for Crisis providers.	<input type="checkbox"/> The personnel record does not demonstrate the DDP is trained on the Health Risk Screening Tool online training overview.	Part II, Section 1, E. Adequate and Competent Staff , Pg. 42-46
56.	The personnel record shows evidence at least annually, at a minimum of 8 hours of additional DBHDD sponsored or other training in the area of developmental Disabilities not included in the Community Service Standards for All Developmental Disability Providers.				Score NA only for Crisis providers.	<input type="checkbox"/> The personnel record does not demonstrate the DDP received on an annual basis, a minimum of 8 hours of additional DBHDD sponsored or other training in the area of developmental disabilities, not included in the Community Service Standards for All Developmental Disability Providers on an annual basis.	Part II, Section 1, E. Adequate and Competent Staff , Pg. 42-46
Expectation Crisis Response System Staff Specific Standards:		Yes	No	N/A	If N/A, reason	If No, reason marked not present	Rationale for Indicator

				marked not applicable		
57.	Mobile team members and intensive support staff are trained in protocols for assessing the crisis.			Score NA if not a Crisis Provider.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the protocols for assessing the crisis specific to IDD for treating and diagnosing problems.	Part II, Section 2, F. Intensive In-Home Support Requirements, Pg. 57
58.	Mobile team members and intensive support staff are trained in protocols for onsite service operations determination for any risks			Score NA if not a Crisis Provider.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the onsite service operations determination for any risks.	Part II, Section 2, F. Intensive In-Home Support Requirements, Pg. 57
59.	Mobile team members and intensive support staff are trained in protocols for referral decision criteria			Score NA if not a Crisis Provider.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the referral decision criteria.	Part II, Section 2, F. Intensive In-Home Support Requirements, Pg. 57
60.	Mobile team members and intensive support staff are trained in protocols for required crisis intervention curriculum (i.e. Crisis Prevention Institute (CPI); Handle with Care Behavior Management System; Mindset; Safe Crisis Management; Human Empowerment Leadership Principles (HELP); or Safety Care).			Score NA if not a Crisis Provider.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the required crisis intervention curriculum (i.e. Crisis Prevention Institute (CPI); Handle with Care Behavior Management System; Mindset; Safe Crisis Management; Human Empowerment Leadership Principles (HELP); or SafetyCare).	Part II, Section 2, F. Intensive In-Home Support Requirements, Pg. 57
61.	Mobile team members and intensive support staff are trained in protocols for			Score NA if not a Crisis Provider.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the Cardiopulmonary Resuscitation (CPR).	Part II, Section 2, F. Intensive In-Home Support Requirements, Pg. 57

	Cardiopulmonary Resuscitation (CPR)						
62.	Mobile team members and intensive support staff are trained in protocols for First Aid.				Score NA if not a Crisis Provider.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on First Aid.	Part II, Section 2, F. Intensive In-Home Support Requirements, Pg. 57
63.	Mobile team members and intensive support staff are trained on protocols for documentation standards and expectations.				Score NA if not a Crisis Provider.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the documentation standards and expectations.	Part II, Section 2, F. Intensive In-Home Support Requirements, Pg. 57
64.	Mobile team members and intensive support staff are trained in Person Centered Planning.				Score NA if not a Crisis Provider.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the Person Centered Planning.	Part II, Section 2, F. Intensive In-Home Support Requirements, Pg. 57
65.	Mobile team members and intensive support staff are trained in working with IDD population with dual/co-occurring diagnosis.				Score NA if not a Crisis Provider.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained on the IDD population with dual/co-occurring diagnosis.	Part II, Section 2, F. Intensive In-Home Support Requirements, Pg. 57
66.	Mobile team members and intensive support staff are trained in protocols for Trauma Informed Care for individuals with IDD.				Score NA if not a Crisis Provider.	<input type="checkbox"/> The personnel record does not demonstrate staff is trained in protocols for Trauma Informed Care for individuals with IDD.	Part II, Section 2, F. Intensive In-Home Support Requirements, Pg. 57