

2016 Training Priorities

In 2016, The Carroll County Board's training priorities for adult service workers and supervisors will be consistent with the needs of the individual's served, best practices, and the county board's mission, vision and strategic plan. Trainings will vary in approaches and mainly consist of monthly staff meetings by the Superintendent, lectures from Carroll County Board staff and outside instructors, documentations, videos and other means of electronic learning.

The Carroll County Board of DD trainings will cover the required provisions governing rights of individuals set forth in sections 5123.62 to 5123.64 of the Revised Code; and the requirements of rule 5123:2-17-02 of the Administrative Code including a review of the health and welfare alerts issued by the department since the previous year's training. These trainings will take place at our annual in-service on October 21, 2016 or through the Orientation process for new hires. The health & welfare alerts are also placed on the website as received from the state.

The Service and Support Administrator's will train employees on their role in providing services through the individual's service plan, skill development goals, service/support activities, behavior support plan, planned interventions, and related documentation requirements. These trainings will be throughout the year as individual's service plans change. We also have Person Centered Coaches providing training on *Person Centered Thinking*, to providers, staff etc. The SSA Department plans on having additional PCT trainings with MEORC throughout the year and those dates will be posted.

We will also continue this year, training on the principles of Ohio's employment first policy including community employment as the preferred option for employment, a person-centered planning process, integration and the path to community employment. Community Integration Training first training scheduled dates are February 10 and 11 with Board Members scheduled for Feb 25. We scheduled this training for April 25 and May 10 also.

Through our adoption of county policies we will maintain trainings required by the county in the same methods stated above in the DODD required trainings. Drug Free Workplace will be held this year in April again the instructor will be the CCBDD Nurse. Defensive driving for two new employees scheduled through the county will be held Feb 17 or October 18, 2016.

In 2016 our Transportation Department drivers will maintain trainings along with other requirements to be certified drivers. Our bus and van drivers will attend a required four hour in-service scheduled in the summer months. The training topics are still in the planning process along with the date will be coming at a later date. The CCBDD will also hold transportation trainings reviews which will include; properly transporting children and car seat safety, guidelines on wheelchair tie-downs and safety transporting those in wheelchairs, medical issues including emergency medical forms and other transportation procedures and issues to insure the safety of those we serve while being transported. These trainings will be for all our drivers and aides in August and September 2016.

The CCBDD will maintain First Aid/CPR/AED trainings relevant to employee's job duties in 2016 throughout the year as staff certification expires. We have four employees that are Red Cross Instructors to hold these classes and attend required trainings in order to maintain their instructor's certification. Classes will be held on each month as needed. Our first classes will be March 15 and April 12th.

Carroll County Board of Developmental Disabilities training priorities is to enhance the skills and competencies of our employees relevant to his or her job responsibilities.

JoAnn Hilliard, Training Coordinator – 1/30/2016