

## Free Online Orientation Training Meets Regulatory Requirement

### ODP Announcement 19-145

#### AUDIENCE:

All Interested Parties

#### PURPOSE:

To announce the availability of online courses available via [MyODP.org](https://www.myodp.org) that meet the requirements for staff orientation, as outlined in Chapter 6100.142

#### DISCUSSION:

Chapter 6100.142 requires that prior to working alone with an individual with a disability, and within 30 days after hire or beginning to support an individual with a disability, workers must complete **orientation training**, as outlined in regulation.

The Office of Developmental Programs (ODP) is pleased to make available a suite of free online orientation training courses that will satisfy these requirements. These courses may be accessed on MyODP via

<https://www.myodp.org/course/index.php?categoryid=466>.

As is detailed in 6100.142, the requirement to complete orientation pertains to the following:

1. Management, program, administrative, and fiscal staff persons
2. Dietary, housekeeping, maintenance and ancillary staff persons, except for persons who provide dietary, housekeeping, maintenance or ancillary services and who are employed or contracted by a building owner and the licensed facility does not own the building
3. Direct service professionals, including full-time and part-time staff persons
4. Life sharers
5. Volunteers who will work alone with individuals

6. Paid and unpaid interns who will work alone with individuals
7. Consultants and contractors who are paid or contracted by the provider and who will work alone with individuals, except for consultants and contractors who provide an HCBS or a base funding service for fewer than 30 days within a 12-month period and who are licensed, certified or registered by the Department of State in a health care or social service field.

The offered webinars represent **one** way to satisfy the requirements detailed in 6100.142. Workers supporting individuals with an intellectual disability or autism are free to choose *other* orientation course(s) **provided** it encompasses the following five required topical areas:

1. The application of person-centered practices, community integration, individual choice and assisting individuals to develop and maintain relationships
2. The prevention, detection and reporting of abuse, suspected abuse and alleged abuse in accordance with the Older Adults Protective Services Act, the Child Protective Services Law, the Adult Protective Services Act and applicable protective services regulations
3. Individual rights
4. Recognizing and reporting incidents
5. Job-related knowledge and skills

Please see the flyer accompanying this announcement. We welcome you to circulate it among interested individuals.

Please contact [ra-pwODPtraining@pa.gov](mailto:ra-pwODPtraining@pa.gov) if you have questions concerning accessing the Orientation Webcasts or other aspects of this announcement.