

# Training Schedules and Registration

## Class descriptions and registration for July-December 2016

Please contact Kara Thrasher-Livingston, Training Specialist II at SDS if you require accommodations to access trainings or learning materials. Email [Kara.Thrasher-Livingston@alaska.gov](mailto:Kara.Thrasher-Livingston@alaska.gov)

### GENERAL DISCLAIMER:

*The information contained in SDS training is current at the time it is written. It is not intended to be all inclusive, grant rights, impose obligations, or function as stand-alone documents. Although every reasonable effort has been made to assure the accuracy of SDS training content, the ultimate responsibility for compliance lies with the service provider. The State of Alaska, Department of Health and Social Services, Division of Senior and Disabilities Services employees and staff make no representation, warranty or guarantee that training content is error-free and/or comprehensive and will bear no responsibility or liability for the results or consequences of the use of the curriculum.*

**Critical Incident Reporting Policy and Centralized Reporting Webinar:** Provider agencies choose staff to attend the webinar, and then train staff at their own agency. You can use the optional learning materials on the [SDS Training Resources Page](#).

Training is *ONLY* offered by webinar:

- Critical Incident Reporting Policy and Centralized Reporting WEBINAR 2:00-3:00 pm, July 19, 2016 -- [CLICK to REGISTER](#) --
- Critical Incident Reporting Policy and Centralized Reporting WEBINAR 2:00-3:00 pm, Aug 9, 2016 -- [CLICK to REGISTER](#) --
- Critical Incident Reporting Policy and Centralized Reporting WEBINAR 2:00-3:00 pm, September 13, 2016 -- [CLICK to REGISTER](#) --
- Critical Incident Reporting Policy and Centralized Reporting WEBINAR 2:00-3:00 pm, October 20, 2016 -- [CLICK to REGISTER](#) --
- Critical Incident Reporting Policy and Centralized Reporting WEBINAR 2:00-3:00 pm, November 17, 2016 -- [CLICK to REGISTER](#) --
- Critical Incident Reporting Policy and Centralized Reporting WEBINAR 2:00-3:00 pm, December 14, 2016 -- [CLICK to REGISTER](#) --

## **BASIC CONCEPTS OF CARE COORDINATION - NEW CLASS FOR COMPLETING REQUIRED CARE COORDINATION TRAINING**

To start your training as a first-time applicant for certification as a Care Coordinator, or if you are returning to Care Coordination after ending your certification, you need to take *Basic Concepts of Care Coordination* first. SDS Training requires you to successfully complete this class **before taking *Beginning Care Coordination*** with us. **You must successfully complete both *Basic Concepts of Care Coordination*, and *Beginning Care Coordination*, with passing scores, prior to applying for certification with SDS.**

If you are currently certified with SDS as a Care Coordinator, you may choose to take *Basic Concepts of Care Coordination*. However, completing this class alone will not qualify as required training to apply for recertification.

*Basic Concepts of Care Coordination* is presented by [The Alaska Training Cooperative](http://www.ttclms.org/). Go to <http://www.ttclms.org/> to see the class schedule and register online.

**Basic Concepts of Care Coordination:** Learn about the role care coordinators have in helping people with disabilities access services. Topics include but are not limited to: the care coordinator's role, ethics, how to serve people with disabilities, advocacy, and the skills of interaction with the people you serve and families. Class size is limited to 20.

*Training is offered in a classroom & by webinar:*

Location: Center for Human Development, 2702 Gambell St. Suite 103, Anchorage, AK.

Instructor: Kimber Jackson, Instructor, Alaska Training Cooperative.

**There is a \$25 fee for this class.** Contact [kimber@alaskachd.org](mailto:kimber@alaskachd.org) for more information.

**Beginning Care Coordination:**

The basics of providing the service of care coordination to a Home and Community Based (HCB) Waiver recipient; for the prospective or new care coordinator. Topics include: Service principles; HCB waiver processes; Eligibility; Care Coordinator Responsibilities; Creating a Person Centered Plan; Certification and enrollment; Reporting; and Interfacing with SDS supports.

*Training is offered in a classroom in Anchorage, by webinar, or through self-study & exam:*

- Classroom Beginning Care Coordination: 9:00 am – 4:00 pm August 3, 4, and 5, 2016  
550 W 8th Ave Room 143- ANCHORAGE, AK -- [CLICK to REGISTER](#) --
- Classroom Beginning Care Coordination: 9:00 am – 4:00 pm October 5, 6, 7, 2016  
550 W 8th Ave Room 143- ANCHORAGE, AK -- [CLICK to REGISTER](#) --
- Classroom Beginning Care Coordination: 9:00 am – 4:00 pm December 7, 8, 9, 2016  
550 W 8th Ave Room 143- ANCHORAGE, AK -- [CLICK to REGISTER](#) --
- Beginning Care Coordination: Self-Study, anytime training. Request a self-paced study module, complete the curriculum and exam within the current month. -- [REQUEST SELF-PACED](#) --

**Applied Care Coordination:** More information for care coordinators who are currently certified with Senior and Disabilities Services, for at least one year or more. This class meets the requirement for re-certification. Topics may include: SDS Process of renewing a Plan of Care, amending a Plan of Care, considerations for requesting combinations of services, documentation of medical and functional eligibility, ethics and boundaries of care coordination, and requirements and best practices for each section of the Plan of Care.

*Training is offered in a classroom in Anchorage and by webinar series:*

- Applied Care Coordination 4 Webinar Series: 9:00 am – 12:00 pm Aug 15, 16, 22, and 23, 2016  
[--CLICK TO REGISTER--](#)

**Care Coordination- Professional Development Seminar:** More information for care coordinators who are currently certified with Senior and Disabilities Services for 24 months or longer. This class meets the requirement for re-certification. Topics may include: Current program changes and new systems for care coordinators, presentations from community partners, home and community based program updates, and refreshers for applied skills - considerations for requesting combinations of services, documentation of medical and functional eligibility, ethics and boundaries of care coordination, and requirements and best practices for each section of the Plan of Care.

*Training is offered in a classroom:*

- Care Coordination - Professional Development Seminar: 9:00 am – 4:00 pm September 15, 2016  
550 W 8th Ave Room 143- ANCHORAGE, AK [-- CLICK to REGISTER --](#)

**PCS (Personal Care Services) Agency Orientation:** The basic requirements to apply for certification as a PCS provider agency or agency administrator. REQUIRED to apply for certification as a PCS Agency. Topics may include: Service principles; Person Centered Service; Certification; Agency Based PCA vs. Consumer Directed PCA services; Application, Assessment & Renewal; Non-covered Services; Responsibilities as a provider; PCA in combination HCB Waiver.

*Training is offered in a webinar: 9:00 am- 12:00 noon, , 2016. This training is currently available to certified administrators only. Please email us [hss.dsdstraining@alaska.gov](mailto:hss.dsdstraining@alaska.gov) to request the link to register.*

**SDS Intro to Provider Certification:** Basic information about getting certified to provide services through SDS Home and Community Based Waiver and Personal Care Assistance programs. For new applicants and those who have not yet applied for certification. Topics may include: Certification; The Home and Community Based Waiver, Personal Care Services, related regulations, requirements, and how to apply.

*Training is offered in a webinar:*

- Intro To Provider Certification Webinar:  
WEBINAR 10:00 am- 12 noon, November 15, 2016 [-- CLICK to REGISTER --](#)

## **SDS Training - Home and Community Based Services (HCBS) Settings Self - Assessment Survey**

Join SDS staff for a training about the Settings rules, the self - assessment survey, and what Program Administrators need to know and do. This training is for Administrators or those applying to administrate: Supported Employment, Residential Habilitation: Group home, Residential Habilitation: Family Home Habilitation, Residential Habilitation: Supported Living, Congregate Meals, Adult Day Services, Day Habilitation, and Residential Supported Living.

SDS has been working with CMS and providers on a Transition Plan to bring Alaska into settings compliance since 2014. CMS requires all states to comply with new settings rules per 42 CFR 441.301(c)(4)-(5) . The purpose of these changes is to make sure that states use Home and Community Based funding for programs that truly work to integrate Alaskans with disabilities and/or who are frail elders into the community at every opportunity. States have until March, 2019, to work with providers to achieve full compliance with the settings rules.

*Training is offered in a webinar:*

- HCBS Program Administrator Training: HCBS Settings Self – Assessment Survey WEBINAR 10:00 am – 12:00 Noon, September 8, 2016 -- [CLICK TO REGISTER](#) --
- HCBS Program Administrator Training: HCBS Settings Self – Assessment Survey WEBINAR 10:00 am – 12:00 Noon, November 3, 2016 -- [CLICK TO REGISTER](#) --

### **Contact the Training Staff:**

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