



Training and Education Opportunities for Support Coordination Agencies
 September 2022

Advanced Registration is Required

Date, Time and Method	Training Topic	Registration Link
September 1, 2022: 1:00 pm-2:30 pm Live Training via Go to Webinar	Connecting Services to the Person’s Outcomes and Vision (1.5 hours) <i>Presented by: Support Coordination Unit Education and Training Team, Division of Developmental Disabilities</i>	Registration link: Click Here <i>Certificate of Participation will be issued for live training.</i>
September 7, 2022: 10:00 am-11:30 am Live Training via Go to Webinar	New Jersey Individualized Service Plan Related (NJISP): New Jersey Comprehensive Assessment Tool (NJCAT) and Person Centered Planning Tool (PCPT) (1.5 hours) <i>Presented by: Support Coordination Unit Education and Training Team, Division of Developmental Disabilities</i>	Registration link: Click Here <i>Certificate of Participation will be issued for live training.</i>
September 8, 2022: 1:00 pm-2:00 pm Live Training via Go to Webinar	NEW! Gateway to the Community Care Program (CCP) Waiting List – What it is and How to Apply (1 hour) <i>Presented by: Shanonn Voll, State Director of Community Development, Division of Developmental Disabilities</i>	Registration link: Click Here <i>Certificate of Participation will be issued for live training.</i>



<p>September 12, 2022: 1:00 pm-2:30 pm Live Training via Go to Webinar</p>	<p>NEW! Self-Determination: Why it Matters for Individuals with Different Abilities (1.5 hours) <i>Presented by: Robert Jackson, Assistant Coordinator, Employment and Transition to 21, Division of Developmental Disabilities</i></p>	<p>Registration link: Click Here <i>Certificate of Participation will be issued for live training.</i></p>
<p>September 13, 2022: 1:30 pm-3:00 pm Live Training via Zoom</p>	<p>Developing a Corrective Action Plan <i>Required for Executive Directors and Support Coordination Supervisors in SCAs with New Corrective Action Plans.</i> (1.5 hours) <i>Presented by: Support Coordination Unit Education and Training Team, Division of Developmental Disabilities</i></p>	<p>Registration link: Click Here <i>Certificate of Participation will be issued for live training.</i></p>
<p>September 15, 2022: 1:00 pm-2:00 pm Live Training via Go to Webinar</p>	<p>NEW! NJ Able – Save While You Preserve SSI and Medicaid (1 hour) <i>Presented by: Ursula Baker, Information & Referral (I&R) Unit Supervisor, Division of Disability Services, Department of Human Services</i></p>	<p>Registration link: Click Here <i>Certificate of Participation will be issued for live training.</i></p>



September 16, 2022: 10:00 am-11:30 am Live Training via Go to Webinar	Service Entry and iRecord Overview (1.5 hours) <i>Presented by: Support Coordination Unit Education and Training Team, Division of Developmental Disabilities</i>	Registration link: Click Here <i>Certificate of Participation will be issued for live training.</i>
September 19, 2022: 10:00 am-11:00 am Live Training via Go to Webinar	New Jersey Individualized Service Plan Related (NJISP): Employment Outcomes and Forms (1 hour) <i>Presented by: Support Coordination Unit Education and Training Team, Division of Developmental Disabilities</i>	Registration link: Click Here <i>Certificate of Participation will be issued for live training.</i>
September 20, 2022: 10:00 am-11:30 am Live Training via Go to Webinar	NEW! Guidance on Referrals Used in Care Management (1.5 hours) <i>Presented by: Kate Honigfeld, Assistant Director, Care Management, Support Coordination Unit and Irene Fenarjian, Assistant Director of Care Management, Support Coordination Unit, Division of Developmental Disabilities</i>	Registration link: Click Here <i>Certificate of Participation will be issued for live training.</i>
September 21, 2022: 5:30 pm Live Training via Zoom	NEW! Public Partnerships' Vendor Fiscal/Employer Agent Self Directed Employee (SDE) Model Information Session <i>Presented by: Public Partnerships Limited (PPL)</i>	Registration link: Click Here



<p>September 20, 2022: 10:00 am-11:30 am Live Training via Zoom</p>	<p>Quality Improvement: Plans, Processes and Reporting (1.5 hours) <i>Presented by: Support Coordination Unit Education and Training Team, Division of Developmental Disabilities</i></p>	<p>Registration link: Click Here <i>Certificate of Participation will be issued for live training.</i></p>
<p>September 27, 2022: 1:00 pm-2:30 pm Live Training via Go to Webinar</p>	<p>New Jersey Individualized Service Plan Related (NJISP): Process and Documentation (1.5 hours) <i>Presented by: Support Coordination Unit Education and Training Team, Division of Developmental Disabilities</i></p>	<p>Registration link: Click Here <i>Certificate of Participation will be issued for live training.</i></p>
<p>September 28, 2022: 10:00 am-11:30 am Live Training via Go to Webinar</p>	<p>NEW! Support Coordination Agency Staff Qualifications (1.5 hours) <i>Presented by: Udeshika Gamage, Quality Assurance Specialist, Communication, Administration & Regulation, Support Coordination Unit and Maureen McCarthy, Assistant Director, Communication, Administration & Regulation, Support Coordination Unit, Division of Developmental Disabilities</i></p>	<p>Registration link: Click Here <i>Certificate of Participation will be issued for live training.</i></p>
<p>September 29, 2022: 10:00 am-11:00 am Live Training via Go to Webinar</p>	<p>Charting the LifeCourse: A Method of Ensuring Person-Centeredness (1 hour) <i>Presented by: Support Coordination Unit Education and Training Team, Division of Developmental Disabilities</i></p>	<p>Registration link: Click Here <i>Certificate of Participation will be issued for live training.</i></p>



<p>September 30, 2022: 10:00 am-11:30 am Live Training via Go to Webinar</p>	<p>NEW! Mealtime Safety and Documentation (1.5 hours) <i>Presented by: Daniel Aiello, Quality Assurance Coordinator, Office of Risk Management, Dr. Ambika Bhattacharya, SLP, CCC-SLP, Speech Language Pathologist for Counties in NJ, DDD Resource Team, and Lisa Shaheed, Quality Assurance Specialist, Communication, Administration & Regulation Team, Support Coordination Unit, Division of Developmental Disabilities</i></p>	<p>Registration link: Click Here <i>Certificate of Participation will be issued for live training.</i></p>
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Training Notes

- Please note that the Division will only issue certificates of attendance for live trainings presented by the Education and Training Team.
- Support Coordination Agencies are reminded that additional trainings are available via the Boggs Center on Developmental Disabilities: [Click Here](#)



College of Direct Support (CDS): [Click Here](#)

The College of Direct Support is available to Support Coordination Agencies 24 hours’ day/7 days’ week. To access the recorded trainings, the Support Coordination Agency-assigned College of Direct Support Administrators will need to assign individual lessons to each staff member. Additional direction and guidance will be emailed to CDS Administrators when lessons are posted.

Available Trainings to View on the College of Direct Support	Description
<i>Charting the LifeCourse: A Method of Ensuring Person-Centeredness</i>	Assists Support Coordinator in highlighting philosophy of Person Centered Planning, identifying Charting the LifeCourse concept and introducing LifeCourse Tools to develop an all-inclusive Individualized Service Plan (ISP). This process helps aid in planning for a “good life”.
<i>Corrective Action Plans (CAPS)</i>	Assists Support Coordination Leadership in identifying role of Division in SCA Oversight, reviews submitting a quality CAP and understanding process.
<i>Corrective Action Plan (CAP) Quarterly Reports</i>	Assists Support Coordination Leadership by reviewing Division expectations and discusses the importance of supporting documentation in submission of CAP Quarterly Report.
<i>E-Signature in iRecord: Responsibilities and Functionality</i>	Support Coordinator will be able to identify the responsibilities and technological functions related to e-signature use for the NJISP approval process.
<i>Incident Reporting and Death Verification Process</i>	Provides Support Coordinator the tools to recognize the ‘5w’s’: who, what, when, where and why of incident reporting. Reviews the death confirmation process and the steps to complete them in iRecord.
<i>New Jersey Individualized Service Plan (NJISP) Related: Employment Outcomes and Forms</i>	Assists Support Coordinator in highlighting the required Division documents for Employment options within the NJISP, supporting New Jersey’s commitment to being an Employment First State.



College of Direct Support (CDS) Continued:

Available Trainings to View on the College of Direct Support	Description
<i>New Jersey Individualized Service Plan (NJISP) Related: New Jersey Comprehensive Assessment Tool (NJCAT) and Person Centered Planning Tool (PCPT)</i>	Provides Support Coordinator understanding of how to utilize the NJCAT as a roadmap to ensure accuracy, how NJCAT scores determine budget amounts and how it relates to identifying services. Reviews principles so Support Coordinator can highlight information from PCPT to support life trajectory.
<i>New Jersey Individualized Service Plan (NJISP) Related: Process and Documentation</i>	Provides Support Coordinator a comprehensive, systematic guideline of what is required in order to create an Individualized Service Plan (ISP). Highlighting the importance of the ISP being a person centered document.
<i>Overview of Division of Vocational Rehabilitation Services (DVRS)</i>	Provides Support Coordinator details surrounding the referral and application process, eligibility determination and plan for employment.
<i>Policies and Procedures Manuals</i>	Provides Support Coordination Agency the criteria to develop and maintain a Policies and Procedures Manual that meets Division requirements and expectations.
<i>Service Entry and iRecord Overview</i>	Assists Support Coordinator by providing an overview of services available through the Supports Program and Community Care Program Waivers and a basic overview of iRecord entry.
<i>Writing Effective Monthly Monitoring Tools</i>	Assists Support Coordinator in identifying how to complete the monthly monitoring tool, document progress, how to summarize needed follow up and how to distinguish correct upload icons. Encouraging the importance of conversations with the individual to find out the highlights of the month.
<i>Writing Effective Outcomes and Meeting Benchmarks</i>	Guides Support Coordinator to recognize and utilize planning documents to ensure a person-centered approach is implemented.