pennsylvania
DEPARTMENT OF HUMAN SERVICES

ODP Announcement
Initial Certified Investigator Course
Spring Offerings are now available

ODP Communication Number: Memo 006-18

The mission of the Office of Developmental Programs is to support Pennsylvanians with developmental disabilities to achieve greater independence, choice and opportunity in their lives.

AUDIENCE: Public and Private Intermediate Care Facilities/Intellectual Disability (ICF/ID), Administrative Entities (AEs), Supports Coordination Organizations (SCOs), Supports Coordinators (SCs), Direct Service Providers, and any other entities who would like to become certified investigators.

PURPOSE: The purpose of this announcement is to notify ODP stakeholders that the Initial Certified Investigator course offerings are now available on MyODP.org.

DISCUSSION:

ODP is committed to providing the necessary tools and resources to conduct quality investigations of incidents of abuse, neglect and other significant events that occur in the lives of individuals with developmental disabilities.   The Initial Certified Investigator (CI) course was created to provide one of the many resources to achieve the goal above.

The four day face to face course was created to ensure all incidents that require an investigation, receive a systematic investigation that meets established standards. In order to perform investigations, the investigator must successfully complete all requirements under the ODP CI Training.
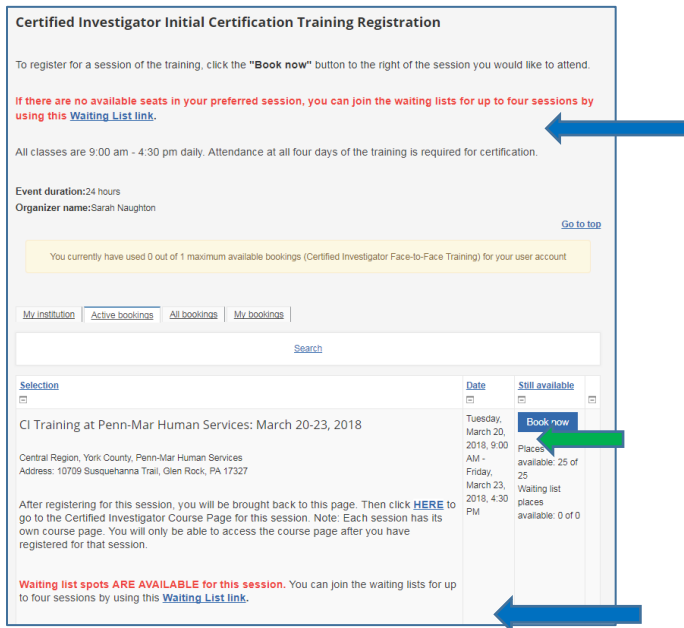
Current course offerings are available on myODP.org. Users can register for the course using their current myODP credentials and using the following path: Training > Certified Investigator Program > Initial Certification Instructions.

To register for a course:

1. Click on the link above the class schedule (red arrow)

2. On the Training Registration Page, click on the "Book Now" button for the session you want to attend (green arrow).

3. If the session you would like to attend is full, you can join the waiting list by clicking the Waiting List link at the top of the page or within each session's information, (Users can be put on the waiting for up to four sessions).

Helpful Hint: Once registered for your session, bookmark or save the course page as a favorite. This will enable you to easily navigate to your session's page to complete pre-requisite activities and view any session alerts.

For assistance with registration, contact the myODP website Helpdesk by clicking Website Technical Support.