

Residential Individual Support Plan (ISP) Virtual Training for Administrative Entity (AE) ISP Reviewers

ODP Announcement 23-032

AUDIENCE:

AE ISP Reviewers, AE ISP Reviewers Supervisors, AE Staff who Train ISP Reviewers

PURPOSE:

To announce the three half-day virtual training sessions regarding implementation of the Residential ISP Staffing approach for AE staff.

DISCUSSION:

The three half-day virtual training sessions are geared toward AE staff who routinely review and approve ISPs or supervisory AE staff who routinely review and approve ISPs. The training focuses on AE expectations and ensuring consistent, statewide implementation of the Residential ISP Staffing approach. The AE staff play a critical role in setting the tone, ensuring a supportive ISP team, and providing support, consultation, and technical assistance to the SCO and Providers.

To ensure the sessions are interactive, there is a two person per entity limit to attend. AE staff are only required to attend one session. Participants will need to commit to the understanding that, upon completion, they will be a resource at their AE.

All participants must complete the current pre-requisite online training ([Residential ISP Staffing: It's About the Person, Not the Numbers](#)) before being able to access the course to register for one of the live, virtual sessions for AE ISP Reviewers.

- If you previously completed the pre-requisite training, you will automatically be able to access the course to complete the required Demographics Form and register.
- If you have not completed the pre-requisite training, you will see a notice that you can enroll in the live, virtual training course after completing the pre-requisite training. A link to the pre-requisite training is also provided.
- Only registered users with an AE role in their MyODP Account Profile will be able to access the registration and course materials. Contact the [MyODP Help Desk](#) if you need to update your profile.

Please review the schedule below for detailed information on dates and times.

DATE	TIME
May 2, 2023	1:00 PM – 4:00 PM
May 4, 2023	1:00 PM – 4:00 PM
May 10, 2023	1:00 PM – 4:00 PM

Please use this link to access the course on MyODP that will support registration, material distribution, and certificates for the Residential ISP Staffing training.

<https://www.myodp.org/course/view.php?id=2161>

Space is limited and registration is on a first come, first served basis.

If you have any questions, please send an email to ra-odpispinquiries@pa.gov