

## **Residential Individual Support Plan (ISP) Training for Administrative Entity (AE) ISP Reviewers – Recorded Training Available**

### **ODP Announcement 23-064**

#### **AUDIENCE:**

- AE ISP Reviewers
- AE ISP Reviewers Supervisors
- AE Staff who Train ISP Reviewers

#### **PURPOSE:**

To announce that the recording of the live half-day virtual training session held in May 2023 regarding implementation of the Residential ISP Staffing approach for AE staff is now available on MyODP.

#### **DISCUSSION:**

The recorded training session is provided for new AE staff and current AE staff who were unable to attend the live, virtual training. The training is geared toward AE staff who routinely review and approve ISPs or supervise 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 Supports Coordination Organizations (SCOs) and Providers.

All participants must complete the current prerequisite online training ([Residential ISP](#)

[Staffing: It's About the Person, Not the Numbers](#)) before being able to view the recordings.

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

The recorded training, resources, and step-by-step instructions to complete the online training are available in the course - [Residential ISP Staffing for AE ISP Reviewers](#). The recorded training has two parts with a total running time of 2 hours, 26 minutes. AE staff who complete all training requirements may obtain a Certificate of Achievement.