
Resource: Onboarding DSPs

March 31, 2020 | [DODD](#)

As the Ohio Department of Developmental Disabilities (DODD) responds to coronavirus (COVID-19), please continue to exercise flexibility to ensure the health and safety of Ohioans with developmental disabilities and their families. DODD appreciates the unique role that providers of service and direct support professionals (DSPs) play throughout the developmental disabilities system.

As of the close of business March 13, DODD's Office of System Support and Standards (OSSAS) suspended regularly scheduled compliance reviews and regulatory work [Plan of Correction (POC) and Plan of Correction - Verification (POC-V)] in response to COVID-19.

Due to the state of emergency, DODD waived many requirements regarding the onboarding and training of DSPs. This list includes all related guidance and some available resources to agency providers for onboarding new DSPs.

Initial Training

- New training requirements
 - Ensure that newly hired or reassigned staff have condensed training to recognize and report major unusual incidents (MUIs) and unusual incidents (UIs), as well as universal precautions. The training must include, at minimum, the definitions of MUIs and UIs, as well as the agency's procedures for reporting.
- Condensed training resource
 - The Ohio Alliance of Direct Support Professionals (OADSP) created a DSP Abbreviated Training video and accompanying PowerPoint presentation.

CPR/First Aid

- New training requirements

- Online CPR/first aid classes will be accepted. Appropriate CPR/first aid certification must be obtained if the staff person maintains a direct support position after June 1, 2020.
- Staff without current CPR/first aid may provide direct support if they are working with a nurse or at least one other staff person who has current CPR/first aid.
- Online CPR/first aid resources*
 - Red Cross online-only training
 - Health and Safety Institute
 - National Safety Council
 - American Healthcare Academy
 - National CPR Foundation
 - (*Inclusion on this list is not an endorsement by DODD.)

Medication Administration

Updated April 2*

- Guidance regarding medication administration
 - The medication administration training requirements have not changed.
 - However, the initial medication administration training can be conducted remotely for a limited portion.
 - It is up to the specific register nurse (RN) trainer as to what this blended training looks like.
 - Providers whose certifications are expired for no more than 180 days may continue to administer medications and get renewal of certifications during that extension.

BCII and/or FBI Background Checks

- Guidance regarding background checks
 - If a provider is unable to initiate the required Bureau of Criminal Identification and Investigation (BCII) and/or Federal Bureau of Investigation (FBI) check before employment, the provider can employ an applicant and has up to 10 calendar days to initiate the BCII and/or FBI criminal record check.

- o [Ohio Attorney General's website](#)
- o Please call ahead before traveling to any location to verify they are open and providing fingerprinting services at this time.

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