

# Health Care Quality Unit

## Educational Programs

### **Aging and Developmental Disabilities – 1.0 hr. (Basic)**

This training provides an overview of normal aging and the special considerations and recommendations for caregivers. This training features:

- Normal aging as a process
- Special needs of aging individuals with developmental disabilities
- Special considerations and recommendations for caregivers

### **AIDS – 1.5 hrs. (Basic)**

This training provides an overview of AIDS, prevention and disease management. This training features:

- The pathophysiology of AIDS
- AIDS and HIV infection by definition
- Risk factors for AIDS and ways to prevent the spread of AIDS
- Current treatment for AIDS

### **Alzheimer's Disease – 2.0 hrs. (Intermediate and Web Based)**

This training provides an overview of Alzheimer's disease. This training features:

- The relationship between Alzheimer's Disease (AD) & Dementia
- The progression of AD, including the characteristics of each stage of the disease
- The impact of AD experienced by individuals with developmental disabilities
- How to meet the nutritional, emotional, and personal care needs of the individual with AD
- Effective strategies for communicating with individuals with AD

### **Anaphylaxis – 1 hr. (Basic)**

This training discusses causes, risk factors, symptoms, prevention and treatment strategies of Anaphylaxis. This training features:

- Anaphylaxis by definition and symptoms
- Causes and risk factors
- Diagnostic testing
- Prevention and treatment strategies

### **Anatomy of a Behavioral Support Plan – 2.0 hrs. (Basic)**

This training discusses Anatomy of a Behavior Support Plan and the basic skills necessary to safely support individuals with developmental disabilities. This training features:

- The purpose of a Behavioral Support Plan
- When a Behavioral Support Plan is necessary
- The process involved in developing Behavioral Support Plans
- Assessment tools and sections of a Behavioral Support Plan
- Several of the proactive strategies used in Behavioral Support Plans

### **Anatomy and Physiology – 2.0 hrs. (Basic)**

This training provides an overview of the major systems of the body. This training features:

- Anatomical structures and terminology
- Body systems and basic system functions

### **Anemia – 1.5 hrs. (Basic)**

This training provides an overview of the different classifications of Anemia and its impact on general health and well being. This training features:

- Anemia and different types of Anemia
- Causes, signs, and symptoms of Anemia
- Different medications that can cause Anemia
- Lists of foods rich in iron

### **Angelman Syndrome – 1.0 hr. (Basic)**

This training provides an overview of the genetic disorder Angelman Syndrome. This training features:

- Angelman Syndrome by definition
- Causes, risk factors, and complications
- Signs and symptoms
- Ways to support individuals with Angelman Syndrome
- Ways that individuals with Angelman Syndrome can enrich their lives

### **Anorexia Nervosa – 1.0 hr. (Basic and Web Based)**

This training provides an overview of an eating disorder. This training features:

- Anorexia Nervosa by definition
- Causes, symptoms, and complications
- Treatment options and support strategies for implementation

### **Anxiety Disorders – 2.0 hrs. (Intermediate)**

This training provides an overview of various Anxiety Disorders and ways to support individuals with developmental disabilities affected with Anxiety Disorders. This training features:

- Anxiety and Anxiety Disorders by definition
- A general understanding of the nervous system as it relates to stress & anxiety
- Signs and symptoms of Anxiety Disorders
- Different types of Anxiety Disorders
- Medications used to treat Anxiety Disorders
- Non-pharmacological treatment methods used with Anxiety Disorders

### **Asthma Basics – 2.0 hrs. (Basic)**

This training provides an overview of a respiratory illness. This training features:

- The physiology of the lungs and how Asthma alters pulmonary function
- Types of Asthma
- Signs and symptoms of Asthma
- Different treatments for Asthma
- Preventative plan for managing Asthma

### **Augmented Communication – 2.0 hrs. (Basic)**

This training introduces participants to a system of easy access to Augmented Communication technology.

This training features:

- A definition of Augmented Communication and various assistive technology
- The types of Augmented Communication and assistive technology available
- Individuals who may benefit from an evaluation for Augmented Communication devices
- How to select, secure, and own Augmented Communication devices

### **Autism – 1.5 hrs. (Basic and Web Based)**

This training provides participants with an overview of Autism. Symptoms of Autism will be identified and strategies for the caregiver will be explored. This training features:

- An Introduction to Autism
- Symptoms and characteristics
- The causes, theories, and treatment options

### **Autism and the Hospital Experience – 1.5 hrs. (Basic)**

This training identifies how Autism affects persons with developmental disabilities when hospitalized. This training features:

- Autism by definition
- Ways to approach and to respond to individuals with Autism
- Steps to be taken to create a safe and calm hospital environment benefiting both individuals with Autism and staff (e.g., doctors and nurses) caring for individuals with Autism

### **Balanced Nutrition/Food and Drug Interactions – 1.5 hrs. (Basic)**

This training discusses how food and drug interactions can reduce or increase the rate or extent of absorption of drugs. Participants will also learn to recognize behavioral changes that can take place due to food and drug interactions. This training features:

- The Food Pyramid and its significance
- The benefits of good nutrition
- The composition of food and healthy food choices
- Food and drug interactions

### **Basic Crisis Intervention – 1.5 hrs. (Basic)**

This training identifies the potential for behavioral crisis and appropriate intervention. This training features:

- Individual triggers that lead to behavioral crisis cycles
- Basic techniques and interventions identified as best practices to manage behavioral crisis

### **Behavioral De-Escalation – 1.5 hrs. (Intermediate and Web Based)**

This training discusses Behavioral De-escalation and factors contributing to challenging behaviors.

This training features:

- Stages of crisis
- The process of assessment in Behavioral De-escalation
- Appropriate interventions for each stage of crisis

### **Bereavement – 1.5 hrs. (Basic and Web Based)**

This training introduces participants to Bereavement and the grief process. This training features:

- The stages of accepting death
- How to “break the bad news”
- Ideas that can be used to assist adults with developmental disabilities experiencing the grief process

### **Bipolar Disorder – 1.5 hrs. (Basic and Web Based)**

This training provides participants with an overview of Bipolar Disorder. This training features:

- Depressive and manic symptoms
- Types of Bipolar Disorders
- Co-morbid conditions of the Bipolar Disorder
- Medication/therapy treatment options
- Manifestation of Bipolar Disorder in women, children/adolescents and older adults
- Bipolar Disorder in an individuals with developmental disabilities

### **Body Mechanics and Transfer Activities – 1.5 hrs. (Basic and Web Based)**

This training emphasizes the importance of understanding lifting techniques and how the body performs functions of lifting. This training features:

- Basic anatomy of the spine and back
- Consequences of poor Body Mechanics
- Risk factors for musculoskeletal injuries
- Principles of good Body Mechanics
- Safe handling (lifts and transfers) of individuals
- Mechanical and assistive handling/lifting devices

### **Borderline Personality Disorder – 1.5 hrs. (Basic and Web Based)**

This training provides participants with an overview of Personality Disorders and specifics on Borderline Personality Disorder. This training features:

- A general overview of Personality Disorders
- Facts related to Borderline Personality Disorder
- Causes, symptoms, treatment options
- Best practices features and research

### **Bowel Management – 1.0 hr. or 1.5 hrs. (Basic)**

This training provides an overview of Bowel Management and related complications. This training features:

- Normal bowel function by definition
- Constipation causes and complications
- Preventative measures, dietary interventions, and medications to maintain regular bowel function

### **Bulimia – 1.0 hr. (Basic and Web Based)**

This training provides an overview of Bulimia and other Eating Disorders. This training features:

- Criteria for the diagnosis of Bulimia
- Causes of Bulimia
- Complications of Bulimia
- Treatment of bulimia

### **Cancers of the Reproductive System: An Overview – 2.0 hrs. (Basic)**

This training provides basic information on prostate, testicular, breast, ovarian, uterine and cervical cancer.

This training features:

- Risk factors for various reproductive cancers and ways to reduce risks
- Recommended time frames for screenings
- Signs, symptoms, treatment, and prognosis of reproductive cancers

### **Cardiovascular Disease – 1.5 hrs. (Basic)**

This training provides an overview of cardiovascular disease (CVD). This training features:

- CVD by definition
- Causes and types of CVD
- Effects of CVD and risk factors
- Warning signs of CVD

### **Caregiver Sensitivity – 1.5 hrs. (Basic and Web Based)**

This training discusses sensitivity as it pertains to caregivers working with individuals with developmental disabilities.

This training feature:

- Types of abuse
- Dynamics of an abusive relationship
- Barriers to break free from abuse
- The caregiver's role in detecting and reporting abuse

### **Cerebral Palsy – 1.5 hrs. (Basic)**

This training provides a general overview of Cerebral Palsy. This training features:

- Cerebral Palsy by definition
- Causes associated with the diagnosis
- Types of Cerebral Palsy
- Health complications of Cerebral Palsy

### **Common Eye Diseases & Disorders – 2.0 hrs. (Intermediate)**

This training addresses common eye diseases and disorders. This training features:

- Normal eye anatomy and frequently encountered eye disorders
- Signs and symptoms, causes, and risk factors
- Treatment and/or management strategies

### **Communicable Diseases – 1.5 hrs. (Basic)**

This training provides a general overview of Communicable Diseases. This training features:

- The role of vaccines in the prevention of diseases
- The recommended adult immunization schedule
- An overview of Communicable Diseases

### **Communicating with Health Care Professionals – 1.5 hrs. (Basic)**

This training discusses how to be a more effective communicator in health related and social interactions through self-advocacy and assertive communication techniques. Approaches on how to better support consumers in meeting medical needs through communication methods are explored. The training features:

- Types of physician-patient relationships and physician's rights and responsibilities
- How to get the most out of doctors appointments
- Effective follow-up to medical appointments
- Support for individuals through medical assessments and appointments
- Effective communication through effective listening and assertiveness techniques

### **Communicating with the Nonverbal Individual – 1.5 hrs (Basic)**

This training provides an overview of general communication concepts with a focus on nonverbal communication.

This training features:

- The nature, scope, and importance of spoken and non-spoken communication
- Causes of communication deficits
- The language of behavior as communication
- Care plan components for the non-speaking individual

### **Compromised Skin Integrity – 1.5 hrs. (Basic)**

This training provides a general overview on the importance of Compromised Skin Integrity. This training features:

- The role of the skin as an organ
- Interventions that reduce the threat to Compromised Skin Integrity
- The stages of skin breakdown
- Barriers to healing
- Risk factors for altered skin integrity

### **Confidentiality / HIPAA – 1.5 hrs. (Basic)**

This training defines an overview of Confidentiality and HIPAA regulations. This training features:

- Confidentiality, privacy, and personal health information (PHI)
- Discussion on appropriate release of personal health information
- Discussion of HIPAA and the legal responsibilities
- The importance of Confidentiality and HIPAA in the daily work place

### **Cultural Diversity – 1.5 hrs. (Basic)**

This training discusses issues of Cultural Diversity. This training features:

- Cultural competency, ethnicity, and cultural issues
- Sensitivity in the work place
- Factors that may influence an individual's view of healthcare

### **Deep Vein Thrombosis (DVT) – 1.0 hr. (Basic)**

This training provides an overview of Deep Vein Thrombosis (DVT) including potential complications and prevention strategies. The training features:

- DVT by definition
- Risk factors for blood clots and seriousness of pulmonary embolism
- Symptoms, treatments, and prevention strategies

### **Dementia – 1.5 hrs. (Basic)**

This training offers an overview of dementia, treatment options, and support strategies. This training features:

- Dementia by definition and common causes
- Observable signs of Dementia
- How to develop a care plan to provide care for individuals with Dementia
- Ways to adapt the environment to assure safety
- Differentiating between Alzheimer's and Dementia

### **Dental Awareness – 2.0 hrs. (Basic)**

This training defines provides an overview of oral care and dental conditions for the caregiver and individual.

This training features:

- A description of the importance of healthy oral care
- A comparison and definition between healthy versus unhealthy dental conditions
- Dental abnormalities and the causes
- Prevention and treatment strategies

### **Depression – 2.0 hrs. (Intermediate and Web Based)**

This training creates an awareness of Depression and how the disorder may present in individuals with developmental disabilities. This training features:

- Symptoms of Depression
- Treatment options
- Medications used to treat Depression
- Medications interactions and side effects

### **De-stress the Discharge – 1.5 hrs. (Basic)**

This training discusses the process of discharge planning (from a hospital or similar facility) for an individual with developmental disabilities. This training features:

- The need for discharge planning
- Discussion on key elements of a discharge plan
- The role and responsibility of team members
- Information needed prior to discharge

### **Developmental Disabilities – 1.5 hrs. (Basic)**

This training provides a comprehensive overview of Developmental Disabilities. This training features:

- Developmental Disability by definition
- Five types of Developmental Disabilities
- The four levels of mental retardation
- Person first and the disability second language

### **Diabetes – 2.0 hrs. (Basic and Web Based)**

This training provides an overview of Diabetes, including long-term management strategies. This training features:

- Anatomy and physiology of Diabetes
- Risk factors, signs, and symptoms of Diabetes
- Comparison of hypoglycemia with hyperglycemia
- Treatment and long-term management of Diabetes
- Complications of Diabetes

### **Down Syndrome – 1.5 hrs. (Basic and Web Based)**

This training provides an overview of Down Syndrome and ways to support individuals with Downs Syndrome.

This training features:

- Down Syndrome by definition
- Causes, risk factors, and complications
- Management strategies and ways to support individuals with Down Syndrome

### **Dysphagia – 2.0 hrs. (Intermediate and Web Based)**

This training provides an overview of Dysphasia and ways to support individuals with this swallowing disorder.

This training features:

- The swallowing process and phases
- Causes of Dysphagia
- Symptoms and complications of Dysphagia
- Diet, environmental dangers, screening tools
- The role of specialists and importance of special examinations
- Safe swallowing methods

### **Eating to Gain Weight – 1.0 hr. (Basic)**

This training discusses nutritious ways to add calories to assist individuals with Weight Gain. This training features:

- Ways to provide nutritious meals to assist in Weight Gain
- A plan for increasing weight while maintaining good health
- Healthy, high-calorie meals

### **Effective Communication – 2.0 hrs. (Intermediate and Web Based)**

This training discusses the elements of Effective Communication. This training features:

- Effective listening by definition
- Comprehensive preparation for health care appointments
- Effective Communication with health care providers

### **Empowering Staff in Medical Emergencies – 1.0 hr. (Basic)**

This training, created by Office of Developmental Program's Central Region, identifies what constitutes a medical emergency and how to effectively manage an emergency in a professional manner. Empowering direct care staff regarding appropriate activation of 911 is stressed. This training features:

- Changes in individual's physical conditions and behaviors that require reporting
- When, to whom, and how an emergency situation should be reported
- Conditions that are reportable as emergencies

### **Epilepsy and Seizures – 1.5 hrs. (Basic and Web Based)**

This training provides an overview of Seizures and Epilepsy. This training features:

- Epilepsy and Seizures by definition
- The Seizure Disease process
- Characteristics of several different types of Seizures
- First aid protocols for Seizure activity
- Emergency management protocols and procedures

### **Extra-Pyramidal Symptoms / AIMS Test...What Is That? – 2.0 hrs. (Basic)**

This training discusses an overview of Extra-Pyramidal Symptoms and AIMS Tests. This training features:

- Extra-Pyramidal Symptoms (EPS) by definition
- High-risk EPS-provoking drugs
- Types of movement disorders
- AIMS and other movement screening scales
- Prevention, treatment, and monitoring of EPS

### **Exercise and Nutrition Curriculum – 2.0 hrs. (Basic)**

This training provides an interactive, train-the-trainer approach to teach an Exercise and Nutrition Curriculum. The curriculum focuses on the premise that individuals can contribute to their own well-being by becoming knowledgeable about health and health resources, and by becoming active participants in health promotion activities. This training features:

- Ways to improve fitness
- Increasing healthy lifestyles
- Teaching family, staff, and friends how to support participants to achieve these goals

**Fall Prevention – 1.5 hrs. (Basic & Web Based)**

This training provides an overview on Fall Prevention specific to individuals with developmental disabilities. This training features:

- Conditions that contribute to slips, trips, and falls
- Prevention of falls through fall risk assessments

**First Aid and Medical Emergencies – 1.5 hrs. (Basic)**

This training identifies First Aid and Medical Emergencies. This training features:

- Poisoning and wound care
- Accessing 911 for emergencies
- Effective communication during an emergency

**Gastroesophageal Reflux Disease (GERD) – 1.0 hr. (Basic)**

This training offers an overview of GERD and care of an individual with this disorder. This training features:

- The normal structure of the gastrointestinal system
- GERD by definition
- A summary of the different causes of GERD
- Current treatments for GERD

**Gastrointestinal Disorders – 1.5 hrs. (Basic & Web Based)**

This training provides an overview of three common Gastrointestinal Disorders. This training features:

- Basic anatomy and physiology of the digestive tract
- Signs, symptoms, causes, diagnosis, treatment, complications and prevention of Gastrointestinal Disorders
- Prevention of traveler's diarrhea

**Genetic Etiology of Mental Retardation – 2.0 hrs. (Basic)**

This training discusses various Genetic Etiologies of Mental Retardation. This training features:

- Genetics and Mental Retardation by definition
- The importance of genetic education
- Etiology of Down, William, Fragile X, Smith-Magenis and Angelman Syndromes

**Gluten and Casein Free Diet – 1.0 hr. (Basic)**

This training discusses the investigational use of the Gluten and Casein Free Diet in individuals with Autism. The diet and its special requirements will also be discussed. This training features:

- Gluten and casein by definition
- Relevance with Autism
- Research and theories
- Testing methods
- Discussion about the diet
- Additional resources

### **Grief and Coping with Death and Dying – 3.0 hrs. (Basic)**

This interactive training provides an overview of normal expressions of grief related to death and/or the dying process.

This training features:

- Grief and coping by definition
- Normal and various physical/emotional expressions of Grief
- When Grief becomes maladaptive
- Application of the Grief process to other losses experienced in life
- Signs and symptoms of impending death
- Ways to cope with death
- Hospice Care, when it is indicated, and the services provided

### **Guidelines For Emergency Room Visits or Hospitalizations – 1.5 hrs. (Basic and Web Based)**

This training describes best practices for individuals who have mental retardation when an emergency room visit and/or hospitalization is necessary. This program also describes the use of two forms, "Emergency Room/Hospital Admittance Form" and "Decision Making Tool for Accepting an Individual When Discharged From An Emergency Room or Hospital". This training features:

- Preparation and admission practices
- Treatment practices
- Discharge preparation and follow up

### **Head Lice – 1.0 hr. (Basic and Web Based)**

This training provides a general overview of Head Lice. This training features:

- Signs and symptoms of Head Lice
- Treatment measures to prevent the spread of Head Lice

### **Healthy Nutrition and Weight Management – 1.5 hrs. (Basic and Web Based)**

This training discusses the importance of Healthy Nutrition and Weight Management in disease prevention. This training features:

- Components of Healthy Nutrition
- MyPyramid@, Steps To A Healthy You
- Healthy food choices
- Weight management

### **Heart Disease – 1.0 hr. (Intermediate)**

This training provides an overview of Heart Disease for men and women. This training features:

- Heart Disease by definition
- Common forms of heart disease
- Heart facts, risk factors, and signs and symptoms
- Treatment and/or management strategies

### **Hepatitis – 1.5 hrs. (Basic)**

This training provides an overview of the different types of Hepatitis, including causes, risk factors, prevention, and treatment. This training features:

- Acute & Chronic Hepatitis
- Different types of Hepatitis
- Signs & symptoms of Hepatitis
- Causes, risk factors & complications of Hepatitis
- Preventative measures and expected outcomes

### **High Blood Pressure or Hypertension – 1.5 hrs. (Intermediate and Web Based)**

This training provides an overview of High Blood Pressure or Hypertension. This training features:

- High Blood Pressure or Hypertension by definition
- Risk factors and treatments for High Blood Pressure
- Ways to help individuals reduce their Blood Pressure

### **Hospice Alternative – 1.5 hrs. (Basic)**

This training provides an overview of Hospice Care including the role in supporting individuals with developmental disabilities. This training features:

- Hospice Alternative by definition
- Difference between hospice care & palliative care
- Eligibility criteria for Hospice Care
- Considerations unique to individuals with developmental disabilities enrolled in Hospice Alternative

### **Impulse Control Disorders – 1.0 hr. (Basic)**

This training addresses various types of Impulse Control Disorders (including Intermittent Explosive Disorder). This training features:

- Impulse Control Disorders by definition
- Various types of Impulse Control Disorders
- Commonalities between the different kinds
- Treatment & management strategies for these disorders

### **Infection Control and Universal Precautions/Standard Precautions – 2.0 hrs. (Basic)**

This training explores means to optimize Infection Control by use of Universal Precautions. PLEASE NOTE: This training is not intended to be used to satisfy annual OSHA training requirements for this topic; it is supplemental only.

This training features:

- Universal Precautions and Infection Control by definition
- Incubation period for some contagious diseases
- The A-B-C-D-E's of Universal Precautions
- Avoidance of common illnesses

### **Interpretation of Blood Work – 1.0 hr. (Basic & Web Based)**

This training provides an understanding of why certain blood tests are performed and how often an individual should have blood levels drawn. This training features:

- White and red blood cells by definition
- Hemoglobin, hematocrit, and platelets discussion
- Various chemistry screens

### **Intermittent Explosive Disorder – 1.5 hrs. (Basic)**

This training discusses an overview of the psychiatric diagnosis of Intermittent Explosive Disorder (I.E.D.).

This training features:

- Intermittent Explosive Disorder by definition
- Behavioral manifestations of aggression
- Treatment options

### **Irritable Bowel Syndrome – 1.25 hrs. (Basic)**

This training provides an overview of Irritable Bowel Syndrome (IBS). This training features:

- IBS by definition and common signs & symptoms
- General anatomy & physiology of the GI tract
- Causes of IBS and treatment options

### **Legal & Health Care Competency – 2.0 hrs. (Intermediate)**

This training provides information about the concepts of Legal & Healthcare Competency including how both are related to or impact the medical care of individuals with developmental disabilities. Information about the medical system's general view of competency will also be presented to assist in understanding and navigating within the medical system. This training features:

- Competency & incompetency by definition
- Components of and the differences between Legal & Healthcare Competency
- Ethical issues related to competency
- The medical system's view of competency with that of the MR system

- How competency may impact a consumer's healthcare

### **Lyme Disease – 1.0 hr. (Basic & Web Based)**

This training provides a basic overview of Lyme Disease. This training features:

- Lyme Disease by definition
- Symptoms, causes, and risk factors
- Diagnostic and screening tests
- Treatment options and prevention strategies

### **Medication Errors R3: Recognition, Reduction, and Reporting – 2.0 hrs. (Intermediate)**

This training for direct care staff complements ODP's recently revised medication administration program.

This training features:

- Medication Error by definition
- Importance of "standardization of medication administration"
- Basic principles of medication administration
- Importance of observation, documentation, and reporting medication side effects and errors
- Common elements that lead to medication errors
- Staff interventions that may help to reduce Medication Errors

### **Mental Retardation: What Are The Issues? – 2.0 hrs. (Basic)**

This training provides an overview of Mental Retardation for those unfamiliar with MR. Attention is given to issues related to the individual with MR and the MR system. This training features:

- Levels of Mental Retardation
- Special needs of an individual with MR
- Behaviors frequently seen
- Support systems and their significance
- Substitute Health Care Decision Making
- The role of the HCQU

### **Mood Disorders – 1.5 hrs. (Basic)**

This training provides an overview of various types of Mood Disorders. This training features:

- Different types of Mood Disorders (with a concentration on Bipolar Disorder)
- Symptoms and treatment options
- Barriers to diagnosis Mood Disorders in individuals with Developmental Disabilities

### **Navigating Through the Health Care System – 2.0 hrs. (Intermediate)**

This training provides practical information and tips on effectively Navigating Through the Healthcare System, particularly when supporting an individual with developmental disabilities. This training features:

- Common problems encountered in Navigating Through the Healthcare System (HCS)
- Practical, key factors necessary to successfully Navigate the HCS
- Ways to effectively support individuals with developmental disabilities Navigating the HCS

### **Nutrition – 2.0 hrs. (Basic)**

This training provides an overview of the general principles of Nutrition through theory and the practice of reading food labels. This training features:

- The food pyramid and its significance
- The benefits of good Nutrition
- Food label and how to interpret the labels
- Carbohydrates, proteins, fats, vitamins, minerals, and their role in good health
- Avoiding "lifestyle diseases"
- Food storage methods and guidelines for proper food storage

### **Obesity – 1.0 hr. (Basic)**

This training discusses the causes, health risks, co-morbidities, and current treatment options for Obesity in adults. The role of prevention is also discussed. This training features:

- Obesity by definition
- Common classifications of Obesity and means of determining Obesity
- Causes of Obesity in adulthood
- Co-morbidities associated with Obesity
- Current treatment/management options for Obesity

### **Observation, Reporting and Documentation – 1.0 hr. (Basic)**

This training provides an overview of Observation, Reporting and Documentation skills related to medical problems. This training features:

- The importance of accurate and timely observation and reporting
- Necessary components of reporting and documentation
- Subjective versus objective reporting
- Legal requirements for documentation

### **Obsessive Compulsive Disorder (OCD) – 1.5 hrs. (Intermediate and Web Based)**

This training provides an overview of Obsessive Compulsive Disorder (OCD). This training features:

- OCD by definition
- Signs, symptoms, causes, risk factors, and complications
- Treatment and/or management strategies
- Ways to support individuals with OCD

### **Oral Care For Individuals With A Developmental Disability – 1.5 hrs. (Basic and Web Based)**

This training outlines the principles of Oral Hygiene. This training features:

- Strategies for preparing for a successful oral care visit
- Challenges faced by individuals during oral care visits and corresponding strategies for care

### **Oral Hygiene – 1.0 hr. (Basic & Web Based)**

This training provides an overview of basic oral hygiene.

- The importance of good oral health
- Types and nature of dental diseases
- The consequences of poor oral health
- How oral health relates to overall health

### **Osteoarthritis – 1.0 hrs. (Basic)**

This training provides a general overview of Osteoarthritis. This training features:

- Osteoarthritis by definition
- Risk factors of Osteoarthritis
- Treatments for Osteoarthritis
- Medications recommended for Osteoarthritis

### **Osteoporosis – 1.25 hrs. (Basic and Web Based)**

This training discusses an overview of Osteoporosis and the impact of positive lifestyle changes. This training features:

- Osteoporosis and Osteopenia by definition
- Risk factors related to Osteoporosis
- Interventions and lifestyles changes that may help prevent Osteoporosis
- Treatments for Osteoporosis
- Factors that increase the risk of Osteoporosis in individuals with developmental disabilities

### **Pain Management – 2.0 hrs. (Intermediate and Web Based)**

This training provides an overview of Pain Management. This training features:

- Pain Management by definition
- Types of pain
- Pain symptoms assessment especially for individuals with cognitive impairments and/or limited verbal abilities
- General Pain Management options
- Differentiating between pain facts and pain myths

### **Pancreatitis – 1.5 hrs. (Intermediate)**

This training provides an overview of acute and chronic Pancreatitis. This training features:

- Anatomy and physiology of the pancreas
- Risk factors, prevention, causes, treatment, and complications
- Ways to support an individual with Pancreatitis

### **Pandemic Influenza Preparedness – 1.5 hrs. (Basic & Web Based)**

This training provides an overview of Pandemic Influenza and recommended measures for preparedness. The training features:

- The definition of Seasonal, Avian, and Pandemic Influenza
- The history of Pandemic Influenza
- Characteristics and challenges of a Pandemic
- How to maintain employer operations during a Pandemic
- Resources for additional information

### **Parkinson's Disease – 1.5 hrs. (Basic and Web Based)**

This training provides an overview of Parkinson's Disease, and explores the means to promote safety.

This training features:

- Basic knowledge of the physiological causes of Parkinson's Disease
- Primary and secondary symptoms of Parkinson's disease
- Ways to assist individuals with Parkinson's Disease in activities of daily living
- Ways to promote a safe and healthy environment for individuals with Parkinson's Disease

### **Patients' Rights and Responsibilities – 1.0 hr. (Basic)**

This training identifies and clarifies privileges afforded to patients, as well as expectations on the part of health care providers under Pennsylvania law. This training features:

- Patients' Rights and Responsibilities
- How to talk to a doctor if there is a problem with a medical treatment
- What an individual or patient should do when experiencing a problem with his/her doctor

### **Personal Hygiene – 1.0 hr. (Basic)**

This training discusses the importance of providing good Personal Hygiene. This training features:

- Individual rights when providing personal care
- Risks associated with poor skin care

### **PICA – 1.0 hr. or 1.5 hrs. (Basic)**

This training provides an overview of PICA, an eating disorder characterized by eating non-food items.

This training features:

- PICA by definition
- The different theories of what causes PICA
- Warning signs of and medical harm from PICA
- What can be done to manage and control PICA

### **Pneumonia Overview – 1.0 hr. (Basic and Web Based)**

This training provides a general overview of Pneumonia. This training features:

- Development of Pneumonia
- Prevention of an individual from developing Pneumonia
- Signs and symptoms of Pneumonia
- Risk factors for developing Pneumonia
- Treatment of Pneumonia

### **Pneumonia Types and Treatment – 1.0 hr. (Basic and Web Based)**

This training provides an overview of the types and treatment of Pneumonia. This training features:

- Signs and symptoms of Pneumonia by types
- Signs and symptoms of pneumonia in individuals with mental retardation
- Strategies for treatment and prevention

### **Prader-Willi Syndrome – 2.0 hrs. (Basic)**

This training discusses the medical issues involved in supporting individuals with Prader-Willi Syndrome. This training features:

- The genetics of Prader-Willi Syndrome
- The stages of Prader-Willi Syndrome
- Common physical characteristics
- Behavioral and psychiatric components
- Medical emergencies and anesthesia in individuals with Prader-Willi Syndrome
- Treatment planning for the individual with Prader-Willi

### **Professionalism: Attitude, Behavior, and Etiquette – 1.5 hrs. (Basic)**

This training addresses the importance of Professionalism and how it is (or is not) reflected in one's attitude, behavior, and observed etiquette. This training features:

- Professionalism by definition
- Key elements of Professionalism
- How Professionalism is manifested or displayed
- How one can cultivate a professional attitude, behavior, and etiquette

### **Psychotropic Medications – 1.5 hrs. or 2.0+ hrs. (Basic)**

This training provides an overview of the medication category of Psychotropic Medications. This training features:

- Frequently prescribed Psychotropic Medications
- The purpose for prescribing Psychotropic Medications
- Common side effects of Psychotropic Medications
- The importance of therapeutic blood level monitoring
- Medications requiring therapeutic blood level monitoring

### **Psychotropic Drug Interaction – 1.5 hrs. (Basic)**

This training provides an overview of the interaction that could take place between various Psychotropic Drugs. Herbal drug interactions will be included for discussion. This training features:

- Psychotropics Drug Interactions by definition
- Categories of psychotropics as antidepressants, mood stabilizers, antipsychotics, anti-anxiety and hypnotics
- Common interactions and side effects of Psychotropics, Herbals, and foods.

### **Reactive Airway Disease (RAD) – 1.0 hr. (Basic)**

This training provides an overview of Reactive Airway Disease (RAD). This training features:

- RAD by definition
- Symptoms and causes
- Prevention strategies
- Treatments
- Additional information and resources

### **Relationships and Boundaries – 1.5 hrs. (Intermediate and Web Based)**

This training focuses on Relationships and Boundaries of relationships. This training features:

- Relationships and Boundaries by definition
- The importance of healthy relationships to a person's quality of life
- Healthy and unhealthy relationships in regard to an individual's boundaries
- Use of assertiveness training to change boundaries in a relationship

### **Reportable Symptoms – 2.5 hrs. (Intermediate)**

This training provides an overview of normal and abnormal function of the body systems in individuals with developmental disabilities. This training features:

- Basic body functions of each system
- Signs and symptoms of potential problems
- Possible emergency signs that require immediate action

### **Respiratory Complications – 1.5 hrs. (Basic) or 2.0 hrs. (Intermediate)**

This training provides an overview of common respiratory illness and diseases. This training features:

- A summary of the anatomy of the respiratory system
- Signs and symptoms of respiratory diseases
- Treatments for common respiratory diseases
- The seriousness of respiratory illnesses and complications
- Preventative measures and their benefits

### **Routine Screenings: Guidelines for Staff – 1.0 hr. (Basic)**

This training provides an overview of some of the most common screenings utilized to monitor physical health.

This training features:

- Purpose of recommended screenings
- Screening requirements specific to various risk factors
- Screening specific to certain medications
- References to discuss with health care providers

### **Safety – 1.5 hrs. (Basic)**

This training provides practical tips on how to prevent accidents. This training features:

- Handling medications properly
- Identifying ways to ensure personal safety

### **Schizophrenia – 1.5 hrs. (Basic)**

This training provides a general overview of Schizophrenia and other Psychotic Disorders. This training features:

- Signs and symptoms of Schizophrenia
- Etiology of Schizophrenia
- Treatment options for Schizophrenia and other Psychotic Disorders

### **Seasonal Affective Disorder (SAD) – 1.0 hr. (Basic)**

This training provides a general overview of Seasonal Affective Disorder. This training features:

- The different types of SAD
- Causes, signs, and symptoms of SAD
- The diagnosis of SAD
- Current treatments and possible means of preventing SAD

### **Seizures and Epilepsy – 1.5 hrs. (Basic and Web Based)**

This training provides an overview of Seizures and Epilepsy. This training features:

- Epilepsy and Seizures by definition
- The Seizure Disease process
- Characteristics of several different types of Seizures
- First aid protocols for Seizure activity
- Emergency management protocols and procedures

### **Sexuality and Sexual Expressions in Individuals with Developmental Disabilities – 2.0 hrs. (Basic)**

This training provides a general overview on the goals of Sexuality and Sexual Expressions. This training features:

- How to facilitate discussion on physical Sex Education, emotional issues and sexual expression
- How to support rights, consent for sex, misconceptions, sexual harassment, health benefits of sexual expression
- The side effects that medication has on sexuality

### **Side Effects of Medications and Medication Uses – 2.0 hrs. (Basic)**

This training provides an overview of Medication Side Effects and Medications Uses for specific illnesses. This training features:

- Side effects by definition
- The difference between side effects and allergic reactions
- Potential for serious Side Effects
- How to monitor for medication toxicity
- Food and drug interactions

### **Skin and Decubitus Care – 1.5 hrs. (Basic)**

This training provides an overview of Skin and Decubitus Care. This training features:

- Basic anatomy and physiology of the skin
- Normal skin and how to maintain it
- General issues concerning skin problems
- Conditions or illnesses which may adversely affect the skin
- Decubitus ulcers by definition, prevention, and care

### **Sleep Apnea – 1.0 hr. (Basic)**

This training provides a general overview of Sleep Apnea. This training features:

- Different types of Sleep Apnea
- The diagnosis of Sleep Apnea through testing
- Treatment options for Sleep Apnea

### **Sleep Disorders – 2.0 hrs. (Basic)**

This training provides an overview of Sleep Disorders. This training features:

- Sleep Disorders by definition
- Signs, symptoms, and risk factors
- Treatment and/or management strategies
- Current developments

### **Stress Management – 2.0 hrs. (Basic and Web Based)**

This training discusses an overview of Stress Management including ways to cope with or manage Stress. This training features:

- Stress Management by definition
- Acute versus chronic Stress
- Psychological effects of Stress
- Physical effects of Stress on major body systems
- Coping strategies

### **Substitute Health Care Decision Making – 1.5 hrs. (Basic)**

This training was adapted from a presentation by ODP's Jill Morrow, M.D. The presentation discusses state law, ethical principles and procedures for obtaining Substitute Health Care Decisions. This training features:

- State law relating to health care decision making for all individuals
- Ethical principles related to health care decision making
- Procedures for health care decision making in adults (18 and over) with MR

### **Summer Safety – 1.5 hrs. (Basic and Web Based)**

This training provides an overview of issues surrounding Summer Safety. This training features:

- Dehydration, heat exhaustion, and heat stroke by definition
- Risk factors for heat related illness
- Medications affecting heat regulation
- Prevention strategies
- Drug-induced photosensitivity
- Skin cancers
- Allergic reactions to stinging insects
- Anaphylaxis
- Precautionary tips

### **Supporting People In Need of 911 (S.P.I.N.) – 2.5 hrs. (Basic)**

This training provides an overview of Supporting People In Need of 911 when the caregiver is the true emergency.

This training features:

- The system of care/response for the individual when a 911 call is summoned to the individual's address
- The enrollment process, database, communication center process, and help lines
- Educational programs and partnerships
- Similar programs

### **Trisomy 18 – 1.0 hr. (Basic)**

This training provides an overview of a genetic disorder. This training features:

- Trisomy 18 by definition
- Causes, possible malformations, and abnormalities
- Support strategies and complications
- Additional information and resources

### **Tube Feedings – 1.0 hr. (Basic)**

This training provides an overview of Tube Feedings. This training features:

- Purpose of Tube Feedings
- Short term and long term Tube Feedings
- Processes related to conditions requiring Tube Feeding
- Complications of Tube Feedings

### **Tuberculosis – 1.0 hr. (Basic)**

This training provides an overview of Tuberculosis. This training features:

- Ways to prevent contracting Tuberculosis
- Common symptoms of Tuberculosis
- Treatment of Tuberculosis

### **Ulcers – 1.0 hr. (Basic)**

This training provides an overview of Ulcers. This training features:

- The normal gastrointestinal system and activity
- Ulcers by definition
- Main causes for Ulcers
- Different treatment options available
- Medications selected for treatment
- Prognosis and recurrence of the disease

### **Understanding Brain Injury – 1.5 hrs. (Basic)**

This training provides an overview of Understanding Brain injuries. This training features:

- Symptoms of a possible Brain Injury
- Major causes of Brain Injury
- Ways to prevent traumatic Brain Injury

### **Urinary Incontinence – 1.25 hrs. (Basic)**

This training provides an overview of Urinary Incontinence. This training features:

- A basic understanding of the anatomy and physiology (function) of the urinary system
- Urinary Incontinence by definition
- Types, risk factors, conditions that can contribute to Urinary Incontinence
- Signs, symptoms, and treatment of Urinary Incontinence
- Tips in caring for consumers with Urinary Incontinence

### **Universal Precautions – 1.5. hrs. (Intermediate and Web Based)**

This training provides an overview of Universal Precautions and MRSA. This training features:

- Routes of transmission by infected agents
- Elements required for the spread of infection
- Protective barriers to prevent transmission of infected agents
- MRSA overview and resources

### **Web Based Programs – 1.0 hr.**

Twenty-five Web Based Programs have been developed by the Advocacy Alliance HCQUs to provide a method of self study for anyone able to access the web. To access the Web Based Programs the address is [www.theadvocacyalliance.org](http://www.theadvocacyalliance.org). Each HCQU, Northeastern, Eastern, or South Central, has an online program selection. After registering on the HCQU Web site, select and complete the training, post-test, and evaluation. The HCQU staff will provide a certificate for 1.0 continuing education units (CEUs) for each training completed online. Additional help is available by telephone at 1-877-315-6855.

### **Women's Reproductive Issues – 1.5 hrs. (Basic)**

This training will provides an understanding of the health care needs of women from menarche to menopause.

This training features:

- An understanding of the reproductive cycle
- Awareness of the affects of estrogen and progesterone on behavior, epilepsy and diabetes

### **Wellness – 1.0 hr. (Basic)**

This training provides a general overview of the principles surrounding a healthy lifestyle and optimal Wellness. This training features:

- Components of personal Wellness (regular exercise, good nutrition, healthy weight, stress management, and safety habits)
- Component of personal Wellness may impact the others
- The role of prevention in personal Wellness

# Health Care Quality Units

## Consumer Educational Programs

### Dental Awareness – 0.75 hr

- This training describes healthy vs. unhealthy dental conditions, which includes an interactive game. Consumers will learn about dental abnormalities, prevention and treatment strategies, including proper oral care.

### Food Safety – 1 hr

- This training utilizes the story of **Mr. Bac** to teach consumers the importance of handwashing, the four steps in keeping food safe, and how to help from getting sick by taking care of the food you prepare and eat and the area where food is prepared.

### Grooming – 1 hr

- This video-based, gender-specific training provides detailed information on basic grooming.

### Hand Washing – 1 hr

- This training instructs consumers in effective handwashing technique, explains how handwashing can help prevent the spread of “germs”, and teaches when it is most important to wash your hands. The program includes a return demonstration in handwashing by consumers.

### Healthy Living – 0.25-0.5 hr

- This training teaches ways to maintain a healthy lifestyle. It discusses good food choices, the importance of exercise, rest, and stress reduction, as well as the need to take medications as ordered.

### Hydration (Operation Hydration) – 0.5 hr

- This training provides consumers with information re: signs of dehydration, how much fluid intake is normal for healthy adults, beverages to avoid, and the importance/benefits of drinking water

### Hygiene – 1 hr

- This video-based, gender-specific training provides detailed information on basic hygiene.

### Identifying Pain – 0.25-0.5 hr

- This training provides basic information regarding where one can feel pain and what to do if one has pain. Prompt communication when one is in pain (either verbally or non-verbally) is emphasized.

### Nutrition – 0.25-0.5 hr

- This training discusses basic components to a healthy diet, including a brief explanation of the current food pyramid. It describes healthy choices from the main food groups.

### Poison Awareness – 0.75 hr

- This training teaches what poisons are and the forms that they come in. It includes illustrations showing where poisons are commonly found, how to identify poisons, how consumers can help “poison proof” their home.

### Smoking Cessation – 0.5 hr

- This training teaches the systemic, physical change/damage that can occur when one is exposed to tobacco smoke, either directly or 2<sup>nd</sup>-hand.