**Direct Support Professional Training (DSPT)**

**Far Northern RC Regional Advisory Meeting**

**North Bay RC Regional Advisory Meeting**

**Alta California RC Regional Advisory Meeting**

**Redwood Coast RC Regional Advisory Meeting**

September 20th, 2023

**Minutes**

• Welcome, Introductions

• Purpose of DSPT Advisory Committee Meeting

* To ensure that the Challenge Testing and Training are sufficiently scheduled to meet the needs of eligible DSPs within the Service Hub’s regional center catchment area
* Address and resolve issues related to the DSPT within the DSPT Hub Service Area
* Provide Training and Testing aggregate results
  + Review of Minutes from Prior Meeting
* Minutes of 22-23 were reviewed and approved.
  + California Department of Developmental Services Report – Raymond Usac
* Enrollment totals for all hubs were shared: Jan 2023 to Sept 19th 2023

540 classes, 11278 enrolled, 7044 tested, 6634 passed

* Attendance requirements: 3 hour maximum absence, variety of schedules
* Authorization Letter: to allow someone without a vendor code to take the training
* 7 Rights Video is being used in trainings. Welcome feedback.
* DSP attentiveness expectations: may not be working during the training
* Unprofessional behavior is not allowed. Will be reported to the RC if needed.
* DSP expectations are on the website and included in the Welcome email for DSPs.
* All materials are online.
  + California Department of Education Report – Tara Neilson
* Role is to provide implementation and monitoring, process reimbursement to service hubs, assist with curriculum and trainings, process any special accommodations and printing needs
* DSPT Procedure Manual has been updated
* Recertification Conference was held in person the first week of August for 3 days. Conference included workshops and Medication Skill Check recertification for all DSP trainers.
* Curriculum updates are in the works. Hoping for a 24-25 release.
  + San Bernardino County Office of Education Report – Vicki Baylus
* Testing results are available in DSPs portal as soon as trainer submits. Administrator can access DSPs results with a vendor account
* DSPT helpdesk can help with registration before the class closes.
* DSPs need to make their own account and register themselves for trainings.
* eDSPT website has information about the expectations of the DSP for the trainings.
* Some DSPs have multiple accounts. Helpdesk can help them with this issue.
* The DSP must be the person calling in for assistance due to privacy policies.
* To help with retention, classes are open for registration 20 days instead of 30 days.
* Programmer is working on having DSPs will be able to access the Zoom link on their portal.
  + Service Hub Report – Jean Parker
* Butte Hub from July 1st 2022 to June 30th 2023:

Year 1 72 classes 1701 enrolled: 1026 tested; 973 passed; 95% pass rate; Retention rate 60%

Year 2 51 classes 1077 enrolled: 730 tested; 711 passed; 97% pass rate Retention rate 68%

Total 123 classes

* Over all pass rate for Butte Hub is 96%
* All of the Butte Hub trainings are virtual. May be offering limited in person.
* In person Year 1 and 2 Challenge Tests will be scheduled this fall in Sacramento and likely in Chico or Redding in spring 2023. Sean indicated he could do a Challenge Test in Napa if there is a need.
* Discussion about when a DSP is dropped from the training how are they informed. DSPs are not dropped from training without communication with the DSP. Usually it is an attendance issue.
* Helpful to have a supervisor pop in to trainings unannounced to help monitor attendance and behavior.
* Challenge Test Year 1 and 2 in person is scheduled for Dec 1st in Sacramento. A Challenge Test will be scheduled after the first of the year in Chico.
  + Regional Center Report
* Question about the current Authorization Letter.
  + Provider Representative(s) Input
* No input
  + - DSP Trainer input
* Butte Hub trainers are pleased with virtual trainings and feel it is going well.
* DSPs are asked not to use a picture background, only the blur option.
  + - Next Meeting – September 18th, 2024 1 pm – 3 pm via Zoom
    - Recap and Closure