



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

DIVISION OF DEVELOPMENTAL DISABILITIES

Sent on Behalf of DES/DDD

DDD UPDATE - NOVEMBER 19, 2020

Target Audience - Qualified Vendors and Providers

Transmittal Date - 11/19/2020

CPR/First Aid and Prevention & Support Training Extension

As COVID-19 continues to impact Arizona, DDD is extending the temporary exceptions for specific vendor staff training requirements outlined earlier this year as a result of the COVID-19 emergency. The deadline for current employees who have expired certifications or certifications that are expiring for either **CPR/First Aid or Prevention & Support** is being extended until March 31, 2021.

Adult Protective Services (APS) Registry Search Verification

It was identified that when a search is conducted for an individual in the APS registry (DHS CareCheck) and there are no results found, the system does not display the individual's name. This prevents the vendor from being able to prove the search was completed. DES has worked to address this concern and the application has been updated to reflect a name when "no results found" is returned so providers can screenshot instead of sending the whole registry.

Vendors can also use the OLCR Tracking Application which allows users to print verification of both a passing Adult Protective Services (APS) registry check as well as a fingerprint clearance card check. Users can follow these steps:

1. Click Dashboard; then select Background Checks.
2. Click, "Display all employees with no fails."

The application will generate an Excel spreadsheet listing all employees who have passed an APS and a fingerprint clearance card check. The report is automatically updated every 24 hours. Please email the Office of Licensing, Certification and Regulation via email, dddolcr@azdes.gov, for technical assistance.

Provider Policy Manual Chapter 64 - Abuse, Neglect and Exploitation Prevention Training Material

On Wednesday, November 11, 2020, DDD published [Provider Policy Manual Chapter 64 - Abuse, Neglect and Exploitation Prevention](#). One of the requirements outlined in the policy states that vendors are required to offer training annually on the prevention of abuse, neglect, and exploitation to members, families, volunteers and guardians as well as all vendor staff. The Division has posted the [updated training and guides](#) for Recognizing and Reporting Abuse, Neglect and Exploitation of Vulnerable Populations to align with Chapter 64 on the website. The Training coordinator for each qualified vendor agency can email dddstatewidetraining@azdes.gov to request testing materials. The signage referenced in the policy can also be found in the [DES Document Center](#), in both [English](#) (DDD-2082A) and [Spanish](#) (DDD-2082A-S). Additional signage is currently being developed that incorporates more visuals.