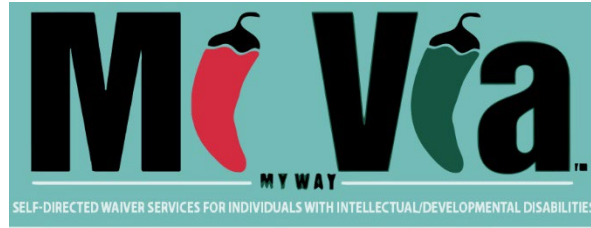


Appendix G:



Mi Via Service Standards

Training

Mi Via Required Trainings

All staff (Consultants/Employer of Records/Direct Support Professionals) are required to take the following trainings before working with any Mi Via participant.

Abuse, Neglect and Exploitation

Training on Abuse, Neglect, and Exploitation (ANE)

All Participants, Employer of Record (EORs), employees, vendors, and volunteers shall be trained on the ANE training curriculum approved by DOH. Participants, EORs, Consultant Agencies and vendor agencies are responsible for ensuring the training requirements outlined below are met.

1. DDS ANE On-line trainings shall be renewed annually with successful completion of the DDS ANE.
2. Training shall be conducted in a language that is understood by the participant, EOR, Consultant, vendor, employee, or volunteer.
3. Training must be conducted by a DOH certified trainer and in accordance with the Train the Trainer curriculum provided by the DOH.
4. Documentation of a participant, EOR, Consultant, employee, vendor, or volunteer's training must be maintained for a period of at least three years, or six months after termination of an employee's employment or the volunteer's work.

Consultants

Course Name	Access Location
Abuse, Neglect and Exploitation (ANE) Awareness	Online Courses or Training Calendar Must complete annually
Introduction to Person-Centered Planning	Online Courses
Keys to Health	Online Courses or Training Calendar
Introduction to Waivers	Online Courses
Consultant Training	Consultant Agency
Service and Support Plan (SSP)	Training Calendar
Employer of Record	Online Courses
Fiscal Management Agency (FMA) and Third-party Assessor (TPA) Training *Based on role	Provided through FMA & TPA

Consultant Training can be found at <https://www.cdd.unm.edu/other-disability-programs/disability-health-policy/ddsd-courses/mi-via-consultant.html>

EOR

Course Name	Access Location
Abuse, Neglect and Exploitation (ANE) Awareness	Online Courses or Training Calendar Must complete annually
Introduction to Person-Centered Planning	Online Courses
Keys to Health	Online Courses or Training Calendar
Introduction to Waivers	Online Courses
Consultant Training	Consultant Agency
Service and Support Plan (SSP)	Training Calendar
Employer of Record	Online Courses
Fiscal Management Agency (FMA) and Third-party Assessor (TPA) Training *Based on role	Provided through FMA & TPA

DSP

Course Name	Access Location
Abuse, Neglect and Exploitation (ANE) Awareness	Online Courses or Training Calendar Must complete annually
Introduction to Person-Centered Planning	Online Courses
Keys to Health	Online Courses or Training Calendar
Introduction to Waivers	Online Courses
Consultant Training	Consultant Agency
Service and Support Plan (SSP)	Training Calendar
Employer of Record	Online Courses
Fiscal Management Agency (FMA) and Third-party Assessor (TPA) Training *Based on role	Provided through FMA & TPA

These required trainings can be found at <https://www.cdd.unm.edu/other-disability-programs/disability-health-policy/ddsd-courses/index.html>

- Abuse, Neglect and Exploitation Awareness
- Intro to Person Centered Planning
- Keys to Health
- Introduction to Waivers
- Service and Support Plan (SSP)

Fiscal Management and Third-Party Assessor Training can be found through the FMA and TPA by coordinating with your consultant.

For more information on how to complete online courses or to register for livestreaming or face-to-face courses, view the tutorial Course Participant through <https://www.cdd.unm.edu/other-disability-programs/disability-health-policy/ddsd-courses/index.html>.

Optional trainings – You will have access to take other trainings on the website. Any non-paid support can take these trainings as well.

If you need assistance with accessing or completing the required trainings, please contact your consultant.