

Due to the high volume and delay in individuals receiving user accounts to access TRAIN Florida at this time, a date extension of December 31, 2016 is hereby given authorizing individuals to use and complete the Zero Tolerance course using the old curriculum or CD. The Delmarva Foundation is copied on this authorization as it relates to the Provider Discovery Reviews performed. Individuals are encouraged, however, to take the updated curriculum that was posted on TRAIN Florida on May 18, 2016 as soon as possible direct care providers and their employees are required to complete the Zero Tolerance course prior to rendering services to the individuals served.

Approved Trainers of Zero Tolerance may continue to conduct classroom training and issue certificates of completion using the old curriculum until they have completed the updated course. Trainers who complete the updated curriculum are to send their request to be an approved trainer to APD State Office, attention Pam London, if they wish to continue to conduct classroom training. Once approved, Trainers are to teach based on the updated course. Approved Trainers must meet the requirements specified in the Developmental Disabilities Individual Budgeting Waiver Services Coverage and Limitation Handbook (September 2015), Appendix J. A listing of approved Trainers is located on the APD Training Portal Provider Training Calendar located at <http://apdcares.org/providers/training/>.

Individuals who need assistance to establish user accounts or to navigate through the TRAIN Florida learning management system, are not to contact the Department of Health but rather send an email to APD at apd.lmssupport@apdcares.org and the APD TRAIN Florida Support Team will respond. Periodic updates will be posted on the TRAIN Florida Message Board and APD website to address training concerns.

Thank you for your patience as APD assist providers and their employees to utilize TRAIN Florida.

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