



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT ON DISABILITY SERVICES

DDS TRANSMITTAL #18-5

TO: DDA Providers

FROM: Erin Leveton, State Office of Policy, Planning & Innovation

DATE: September 4, 2018

RE: Certificate of Attendance for Participation in the TASH & ANCOR Webinar on Discovery Process

The purpose of this transmittal is to introduce a new form for use by Developmental Disabilities Administration (DDA) providers, the Certificate of Attendance: Discovery Process Webinar.

The Provider Training Procedure, 2016-DDA-TRAINING-PR01, states that “owners-operators, executive staff and program managers of provider agencies in the Home and Community-Based Services Waiver for Individuals with Intellectual and Developmental Disabilities (“HCBS/IDD”) waiver program or Intermediate Care Facilities (“ICF”) are required to take training in . . . Supporting Community Integration (Discovery).”

To support providers to meet this requirement and build capacity, DDS purchased a block of registrations for the TASH and ANCOR webinar series on employment of people with intellectual disabilities. The series covers big picture federal policy and innovative practices in transition, discovery, supported employment, and employer engagement. We have been sharing information about how to access the webinars live and plan to archive them all on our website, so that you and your staff have continued access to the webinars and materials.

For DDA providers, DDS will accept participation in the webinar entitled Discovery Process to meet the requirement for Supporting Community Integration (Discovery) training in the DDS training procedure. We will also accept participation in this webinar, as well as the remainder of the series, for Phase IV training.

Because there are not unique IDs, participants are not able to receive a Certificate of Attendance for this webinar from TASH & ANCOR. In lieu of this, DDS is providing the attached form for provider staff to use to affirm that they have viewed the webinar, either live on August 29, 2018, or through the archive. Please keep the original in your records and have it available, upon request, for DDS staff and contractors, including the Provider Certification Review team.

