

Onboarding Training Checklist

Service Case Manager - OPI-M

The following is a list of all the required State trainings for OPI-M Case Managers.

- New Service Case Managers (New SCM): Complete all of the trainings.
- Existing Service Case Managers (Existing SCM): Complete the **Required** trainings, the rest are optional as a refresher.
- New Service Case Managers will be paid for the first 3 trainings via the OPI-M Training Invoice.

Priority Timeline	Training	Type	Duration	New SCM	Existing SCM
	Reimbursable trainings for New SCMs (for total duration)				
Within 1 month	ODHS - APD - OPI-M Service Case Management Llive If unavailable: Person-Centered Service Planning <i>Topics: PLAN, Risk Assessment, Contacts, Service Options</i>	Virtual	9 hours	<input type="checkbox"/> Required	<input type="checkbox"/> Required
	Trainings reimbursed under “Unit of Effort” for SCMs				
Within 1 month	ODHS - APD/AAA - OPI-M Training Series <i>Modules: 1, 3, 6, 7, 8 - Tutorial 1 CM Contacts</i>	Self-Paced	4 hours	<input type="checkbox"/> Required	<input type="checkbox"/> Required
Within 1 month	ODHS - APD - Risk Mitigation and Monitoring for In-Home Consumers Mini-Series and Resources <i>Topics: Risk Assessment, Levels, Plans and Monitoring</i>	Self-Paced	30 mins	<input type="checkbox"/> Required	<input type="checkbox"/> Required
Within 3 months	ODHS - SSTU - Domestic Violence 101 for AAA/APD/SSP	Virtual	8 hours	<input type="checkbox"/> Required	<input type="checkbox"/> Optional
Within 3 months	ODHS - APD - Cognition Webinar Series for Case Managers <i>Topics: Self-Preservation, Decision Making, Challenging Behaviors.</i>	Self-Paced	8 hours	<input type="checkbox"/> Required	<input type="checkbox"/> Optional
Within 3 months	ODHS - APD - Case Manager Responsibilities in Self-Neglect Cases	Self-Paced	20 mins.	<input type="checkbox"/> Required	<input type="checkbox"/> Optional

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Within 3 months ▾	ODHS - APD - Online Natural Supports	Self-Paced ▾	8 mins	<input type="checkbox"/> Required	<input type="checkbox"/> Optional
Within 3 months ▾	ODHS - APD - Online Narration	Self-Paced ▾	7 mins	<input type="checkbox"/> Required	<input type="checkbox"/> Optional
Within 6 months ▾	ODHS - APD - Case Manager Home Visit Safety - Be Prepared - Be Aware	Self-Paced ▾	17 mins	<input type="checkbox"/> Required	<input type="checkbox"/> Optional
Within 6 months ▾	ODHS - APD - Online Long Term Care Community Nursing Program	Self-Paced ▾	13 mins	<input type="checkbox"/> Required	<input type="checkbox"/> Optional
Within 6 months ▾	ODHS - APD - Online OA2 Basic Navigation	Self-Paced ▾	6 mins	<input type="checkbox"/> Required	<input type="checkbox"/> Optional