

What participants are saying:

“I learned new things every day and expanded my knowledge on things already known.”

“I was able to tell a difference from the pre and post test scores and how much new information I learned.”

“Instructors were prepared and knowledgeable, had good enthusiasm for the topics, and were very helpful in answering questions.”

“Excellent class-really pertained to the DC job; I learned a lot.”

“Excellent materials. Very comprehensive and well organized.”

1295 Bandana Blvd N
Suite 135
St. Paul, MN 55108



Take your management skills to the next level!



Designated
Coordinator
Development
Program

www.starsvcs.com

The Designated Coordinator Development Program

The Designated Coordinator Development Program is a three day interactive course designed to help participants gain the knowledge, confidence, and skills necessary to be a successful Designated Coordinator. This competency-based program requires participants to demonstrate proficiency in key topic areas, and upon achievement, participants will receive a certificate of completion.

Who Should Attend?

This program is ideal for managers serving individuals in SLS, SILS, in-home, and vocational settings as well as direct support professionals who desire training on management responsibilities in the field of developmental disabilities.

The DCDP course is intended to provide comprehensive training on management duties commonly required in licensed services. It does not waive the education and experience required in the Consolidated Standards 245B.

DCDP includes:

- 3 day course covering all topic requirements
- All course materials
- Sample program forms and policies
- Instruction and facilitation
- Pre-course and post-course assessments
- Additional resources
- CEUs: 17.5 for social workers, 24.6 for nurses

Course Topics

Rules & Regulations: Consolidated Standards (245B), Minnesota Statutes 245A, 245C, Adult Foster Care Rule 203, Vulnerable Adult Act, Maltreatment Review and Reporting, Risk Management Plans, Outcomes, Progress Reviews, Incident/Accident Reports, Behavior Support Plans, Psychotropic Medication Monitoring, and Rule 40 Plans

Meeting Facilitation: Coordinating and conducting the intake, 45 day review, annual, temporary service suspension, and discharge interdisciplinary team meetings

Program Management: Funding and revenue sources, financial management, person-centered planning, individual health and routines

Course Dates:

- Offered quarterly
- Classes run from 9:00am-5:00pm daily
- A light breakfast and a full lunch are included in the program

Location:

STAR Services Training Center
1295 Bandana Blvd North
Suite 135
Saint Paul, MN 55108
(651) 644-3140

Tuition Payment:

The cost for the complete course is \$1,299. Receive a 10% discount on registration for three or more employees from the same agency.

Company Name: _____

Participant Name(s): _____

Contact Person: _____

Business Telephone: _____

Email Address: _____

(confirmation of registration will be sent here)

STAR Services accepts cash, check, and all major credit cards. Please make checks payable to STAR Services.

Type of Credit Card: _____

Credit Card #: _____

Expiration Date: _____

3 Digit CSV Code (from back of card): _____

Name (as it appears on card): _____

Billing Address (associated with card): _____

Signature: _____

Total Amount Enclosed/Charged: \$ _____

Please submit completed registration with payment via phone at 651-644-3140 x 257, fax to 651-641-0346, email jmay@starsvcs.com, or mail to:

STAR Services
Attn: Jennifer May
1295 Bandana Blvd N, Suite 135
St. Paul, MN 55108

Register Online @ www.starsvcs.com