Suggested Implementation Plan – How to Implement Core Competencies within Your Agency

As of April of 2016, all agencies are mandated by OPWDD to begin the use of the Core Competencies Evaluation Tools with their staff with the goal of veteran staff starting to receive their annual evaluations by April of 2017. New staff would likewise receive their evaluations at the same time. A series of videos have been created by the Regional Centers for Workforce Transformation to support agencies in the transformation process. A suggested agency rollout is as follows:

1) Show the Orientation Video to all agency staff. The purpose of this video is to humanize the competencies by viewing real examples from the Code of Ethics and the 7 goals areas of the Core Competencies. The training, as per instructions in accompanying trainer’s manual, takes one hour.

2) The Front Line Supervisors (FLSs) and their supervisors need to be trained before the DSPs are trained on how the workforce transformation from a direct care model to a direct support model takes place. There is a Workforce Transformation video that has numerous realistic scenes that can be used for this purpose. The training, as delineated in the trainer’s manual takes 3 hours to run.

3) Once the FLSs and their supervisors are trained on the workforce transformation process, the next step is for them to be trained on how to utilize the Code of Ethics and the Core Competencies while supervising their staff. There is a Supervisor Version of the Workforce Transformation Video that demonstrates how a supervisor does this through a set of supervision strategies. This training has a trainer’s manual and is 3 hours long.

4) Once the FLSs and their supervisors have received the supervision training then their DSPs can be trained using the Workforce Transformation video which is a 3-hour training but can be taught in smaller segments.

5) The last recommended training is the Evaluation training on how to evaluate staff using the mandated forms. That should be a two-hour training.