

## Department Approved Training Courses

This list is furnished by the Department of Human Services, Office of Developmental Disabilities Services, to assist employment service providers to identify authorized training curriculum to meet the standards outlined in the [Employment Rule 411-345](#) for obtaining Supported Employment Competency Based Training.

Included in the data is the Organization who hosts the training, the Course Title, the Hours attributed to the course (as published in each organization's training listing), and the Format in which the training is available.

Courses that are ACRE or APSE certified and/or approved will typically count towards continuing education credits (CEC). Additionally, employment related trainings that are state sponsored will typically be approved for CECs. If you are unsure if a training qualifies for CECs, send an email to [employmenttraining.review@dhsosha.state.or.us](mailto:employmenttraining.review@dhsosha.state.or.us).

*Please note some courses may have prerequisites not listed, including coursework and/or experience. **Please consult with the issuing agency regarding course availability and any prerequisites. This is not an exclusive list of every course offered by these providers.***

### FREE TRAINING OPPORTUNITIES

Organization	Course Title	Hours	Format
ODDS	<u>Block A DSP Trainings</u> <a href="https://www.oregon.gov/DHS/EMPLOYMENT/EMPLOYMENT-FIRST/Documents/Approved-DSP-Trainings-CECs.pdf">https://www.oregon.gov/DHS/EMPLOYMENT/EMPLOYMENT-FIRST/Documents/Approved-DSP-Trainings-CECs.pdf</a>	4	On Demand
ODDS	<u>Block B DSP Trainings</u> <a href="https://www.oregon.gov/DHS/EMPLOYMENT/EMPLOYMENT-FIRST/Documents/Approved-DSP-Trainings-CECs.pdf">https://www.oregon.gov/DHS/EMPLOYMENT/EMPLOYMENT-FIRST/Documents/Approved-DSP-Trainings-CECs.pdf</a>	8	On Demand
Open Future Learning (Limited Time: May Through Dec 2020 EXTENDED)	<u>Variety of I/DD Related Topics</u> <a href="https://www.oregon.gov/DHS/EMPLOYMENT/EMPLOYMENT-FIRST/Documents/Approved-OFL-Trainings-CECs.pdf">https://www.oregon.gov/DHS/EMPLOYMENT/EMPLOYMENT-FIRST/Documents/Approved-OFL-Trainings-CECs.pdf</a>	Varies	On Demand

Organization	Course Title	Hours	Format
	Open Future Learning Transmittal (Please Read) <a href="http://www.dhs.state.or.us/policy/spd/transmitt/ar/2020/ar20055.pdf">http://www.dhs.state.or.us/policy/spd/transmitt/ar/2020/ar20055.pdf</a>		
ODDS Mentoring Program	<u>Technical Assistance Received via ODDS Mentoring Program</u> <a href="https://www.dhs.state.or.us/policy/spd/transmitt/im/2019/im19021.pdf">https://www.dhs.state.or.us/policy/spd/transmitt/im/2019/im19021.pdf</a>	Varies	In Person
ODDS Employment First Podcasts	<u>Variety of Employment Related Topics</u> <a href="https://blubrry.com/oregondhs/">https://blubrry.com/oregondhs/</a> Use the following form to track CECs: <a href="https://apps.state.or.us/Forms/Served/de2596.pdf">https://apps.state.or.us/Forms/Served/de2596.pdf</a>	.25	Podcast
Oregon Intervention System	<u>Oregon Intervention System</u> <i>*Several training entities provide this training. Please do a web search for "Oregon Intervention System Training".</i>	Varies	In Person
Work Incentives Network	<u>Social Security Work Incentives</u> <a href="https://www.oregon.gov/dhs/employment/VR/WIN/Pages/Training.aspx">https://www.oregon.gov/dhs/employment/VR/WIN/Pages/Training.aspx</a>	6.5	In Person
ODDS	<u>How SSA Work Incentives Support Employment</u> <a href="https://go.usa.gov/xvYbh">https://go.usa.gov/xvYbh</a>	1.0	On Demand
ODDS	<u>Pursuit of Employment</u> <a href="https://go.usa.gov/xGMSa">https://go.usa.gov/xGMSa</a>	1.5	On Demand

## On Demand Trainings

Organization	Course Title	Hours	Format
Training Resources Network (TRN)	<u>Understanding and Supporting Behavior</u> <a href="https://disabilitywebtraining.com/course/supporting-effective-behavior/">https://disabilitywebtraining.com/course/supporting-effective-behavior/</a> (\$45.00)	2	On Demand
Training Resources Network (TRN)	<u>Conducting a Job Analysis</u> <a href="https://disabilitywebtraining.com/course/conducting-a-job-analysis/">https://disabilitywebtraining.com/course/conducting-a-job-analysis/</a> (\$49.00)	4	On Demand

Organization	Course Title	Hours	Format
Training Resources Network (TRN)	<i>Employment First</i> <a href="https://disabilitywebtraining.com/course/employment-first-2/">https://disabilitywebtraining.com/course/employment-first-2/</a> (\$35.00)	2	On Demand
Training Resources Network (TRN)	<i>Normalization and Community</i> <a href="https://disabilitywebtraining.com/course/normalization/">https://disabilitywebtraining.com/course/normalization/</a> (\$45.00)	2	On Demand
Training Resources Network (TRN)	<i>Person-Centered Planning</i> <a href="https://disabilitywebtraining.com/course/person-centered-planning/">https://disabilitywebtraining.com/course/person-centered-planning/</a> (\$45.00)	4	On Demand
Training Resources Network (TRN)	<i>Customizing Jobs</i> <a href="https://disabilitywebtraining.com/course/customizing-jobs-2/">https://disabilitywebtraining.com/course/customizing-jobs-2/</a> (\$35.00)	2	On Demand
Training Resources Network (TRN)	<i>Orientation to Disabilities</i> <a href="https://disabilitywebtraining.com/course/orientation-to-disabilities-2/">https://disabilitywebtraining.com/course/orientation-to-disabilities-2/</a> (\$35.00)	2	On Demand
Training Resources Network (TRN)	<i>Task Analysis</i> <a href="https://disabilitywebtraining.com/course/task-analysis/">https://disabilitywebtraining.com/course/task-analysis/</a> (\$45.00)	2	On Demand

### In Person or Online (Contact Training Provider for Availability)

Organization	Course Title	Hours	Format
Association of People Supporting Employment First	<i>APSE Certified Employment Support Professional Exam</i>	3	In Person
Griffin-Hammis Associates	<i>ACRE Employment Services Web-Training Series</i> <a href="http://www.griffinhammis.com/acrecertificatetraining.html">http://www.griffinhammis.com/acrecertificatetraining.html</a> (See registration link for cost information)	12 weeks	Online
Griffin-Hammis Associates offered through the Relias Academy	<i>Creating Community Careers: Customized Employment Part 1-5 (All 5 sessions must be taken to satisfy Core Competency)</i> <a href="http://griffinhammis.academy.reliaslearning.com/creating-community-careers-online-courses.aspx">http://griffinhammis.academy.reliaslearning.com/creating-community-careers-online-courses.aspx</a> (\$190.00)	14.25	Online

Organization	Course Title	Hours	Format
Griffin-Hammis Associates offered through the Relias Academy	<u><i>Creating Community Careers: Self-Employment Part 1-10 (All 10 sessions must be taken to satisfy Core Competency)</i></u> <a href="http://griffinhammis.academy.reliaslearning.com/customized-self-employment-for-people-with-disabilities.aspx">http://griffinhammis.academy.reliaslearning.com/customized-self-employment-for-people-with-disabilities.aspx</a> (\$180.00)	20.75	Online
Griffin-Hammis Associates offered through the Relias Academy	<u><i>Social Security Benefits</i></u> <a href="http://griffinhammis.academy.reliaslearning.com/category.aspx?zcid=594">http://griffinhammis.academy.reliaslearning.com/category.aspx?zcid=594</a> (\$48.00)	3.0	Online
Highline College (Employment Professional Certification)	<u><i>Essentials to Marketing and Job Development</i></u> <a href="http://catalog.highline.edu/preview_program.php?catoid=20&amp;poid=4938&amp;returnto=1208">http://catalog.highline.edu/preview_program.php?catoid=20&amp;poid=4938&amp;returnto=1208</a>	24	In Person
Highline College (Employment Professional Certification)	<u><i>Foundations of Supported Employment</i></u> <a href="http://catalog.highline.edu/preview_program.php?catoid=20&amp;poid=4938&amp;returnto=1208">http://catalog.highline.edu/preview_program.php?catoid=20&amp;poid=4938&amp;returnto=1208</a>	24	In Person
Highline College (Employment Professional Certification)	<u><i>Job Support and Job Retention</i></u> <a href="http://catalog.highline.edu/preview_program.php?catoid=20&amp;poid=4938&amp;returnto=1208">http://catalog.highline.edu/preview_program.php?catoid=20&amp;poid=4938&amp;returnto=1208</a>	24	In Person
Living Opportunities	<u><i>Employment Process and Strategies Training</i></u> <a href="https://livingoppops.org/contact/">https://livingoppops.org/contact/</a>	15	In Person
Marc Gold and Associates	<u><i>An overview of Customized Employment</i></u> <a href="http://www.marcgold.com/contact/">http://www.marcgold.com/contact/</a>	4-8	In Person
Marc Gold and Associates	<u><i>Profile Document Development</i></u> <a href="http://www.marcgold.com/contact/">http://www.marcgold.com/contact/</a>	8-16	In Person
Marc Gold and Associates	<u><i>Discovery</i></u> <a href="http://www.marcgold.com/contact/">http://www.marcgold.com/contact/</a>	8-16	In Person
Marc Gold and Associates	<u><i>Job Development Representation</i></u> <a href="http://www.marcgold.com/contact/">http://www.marcgold.com/contact/</a>	8-24	In Person
Marc Gold and Associates	<u><i>Systematic Instruction/Job Coaching</i></u> <a href="http://www.marcgold.com/contact/">http://www.marcgold.com/contact/</a>	16-24	In Person

Organization	Course Title	Hours	Format
Marc Gold and Associates	<i>The Customized Plan for Employment</i> <a href="http://www.marcgold.com/contact/">http://www.marcgold.com/contact/</a>	8	In Person
Marc Gold and Associates	<i>Development of a Visual Resume</i> <a href="http://www.marcgold.com/contact/">http://www.marcgold.com/contact/</a>	8	In Person
Marc Gold and Associates	<i>Transition to Adult Employment</i> <a href="http://www.marcgold.com/contact/">http://www.marcgold.com/contact/</a>	4-8	In Person
Oregon Resource Association Toni Smith	<i>Systematic Instruction 2 Day Workshop</i> <a href="https://oregonresource.org/current-trainings.html">https://oregonresource.org/current-trainings.html</a>	12	In-Person
Oregon Resource Association Toni Smith	<i>Systematic Instruction 1 Day Workshop Refresher</i> <a href="https://oregonresource.org/current-trainings.html">https://oregonresource.org/current-trainings.html</a>	6	In-Person
Oregon Technical Assistance Corporation (OTAC)	<i>Effective Teaching and Training for People in Any Setting</i> <a href="https://www.otac.org/services/training/courses/">https://www.otac.org/services/training/courses/</a>	Data not Published	In Person
Oregon Technical Assistance Corporation (OTAC)	<i>Person Centered Planning for Community Employment</i> <a href="https://www.otac.org/services/training/courses/">https://www.otac.org/services/training/courses/</a>	14	In Person
Oregon Technical Assistance Corporation (OTAC)	<i>Tools to Find the Right Job</i> <a href="https://www.otac.org/services/training/courses/">https://www.otac.org/services/training/courses/</a>	6.5	In Person
Oregon Technical Assistance Corporation (OTAC)	<i>Working It Out</i> <a href="https://www.otac.org/services/training/courses/">https://www.otac.org/services/training/courses/</a>	6.5	In Person
UCP Oregon	<i>Discovery: Tools, Tips &amp; Tricks</i> <a href="https://www.ucpaorwa.org/contact.html">https://www.ucpaorwa.org/contact.html</a>	5.5	In Person
UCP Oregon	<i>The Art of Job Coaching</i> <a href="https://www.ucpaorwa.org/contact.html">https://www.ucpaorwa.org/contact.html</a>	6.0	In Person
UCP Oregon	<i>Customizing Jobs and Overcoming Objection</i> <a href="https://www.ucpaorwa.org/contact.html">https://www.ucpaorwa.org/contact.html</a>	10.5	In Person

Organization	Course Title	Hours	Format
UCP Oregon	<i>Supported Employment 101</i> <a href="https://www.ucpaorwa.org/contact.html">https://www.ucpaorwa.org/contact.html</a>	4.0	In Person
Virginia Commonwealth University (Supported Employment Certificate)	<i>Supported Employment Web-Based Certificate Series</i> <a href="http://www.worksupport.com/training/webcourses/se.cfm">http://www.worksupport.com/training/webcourses/se.cfm</a> (\$325)	Three Month Series	Online
Virginia Commonwealth University (Supported Employment Certificate)	<i>Customized Employment</i> <a href="http://www.worksupport.com/training/webcourses/ce.cfm">http://www.worksupport.com/training/webcourses/ce.cfm</a> (\$175.00)	16	Online
Wise	<i>Wise Online Employment Academy: Job Development &amp; Marketing</i> <a href="https://www.gowise.org/training/employment-online-courses/">https://www.gowise.org/training/employment-online-courses/</a> (\$150.00)	10	Online
Wise	<i>Introduction to Supported Employment, Discovery and Person-Centered Planning</i> <a href="https://www.gowise.org/wise-events/">https://www.gowise.org/wise-events/</a>	8	Online
Wise	<i>Employment Person Centered Planning and Discovery</i> <a href="https://www.gowise.org/wise-events/">https://www.gowise.org/wise-events/</a>	6	In Person
Wise	<i>Video Resume</i> <a href="https://www.gowise.org/wise-events/">https://www.gowise.org/wise-events/</a>	3	In Person
Wise	<i>Assistive Technology</i> <a href="https://www.gowise.org/wise-events/">https://www.gowise.org/wise-events/</a>	3	In Person
Wise	<i>Job Development</i> <a href="https://www.gowise.org/wise-events/">https://www.gowise.org/wise-events/</a>	6	In Person
Wise	<i>Job Development Employer Approach</i> <a href="https://www.gowise.org/wise-events/">https://www.gowise.org/wise-events/</a>	6	In Person
Wise	<i>Job Development 2.0</i> <a href="https://www.gowise.org/wise-events/">https://www.gowise.org/wise-events/</a>	12	In Person
Wise	<i>Job Development Cohort Series</i> <a href="https://www.gowise.org/wise-events/">https://www.gowise.org/wise-events/</a>	12	In Person
Wise	<i>Job Development for People with Criminal and Sex Offense Histories</i> <a href="https://www.gowise.org/wise-events/">https://www.gowise.org/wise-events/</a>	6	In Person
Wise	<i>Systematic Instruction</i> <a href="https://www.gowise.org/wise-events/">https://www.gowise.org/wise-events/</a>	6-12	In Person

Organization	Course Title	Hours	Format
Wise	<u><i>Systematic Instruction 201 and Fading</i></u> <a href="https://www.gowise.org/wise-events/">https://www.gowise.org/wise-events/</a>	12	In Person
Wise	<u><i>Job Coaching</i></u> <a href="https://www.gowise.org/wise-events/">https://www.gowise.org/wise-events/</a>	6	In Person
Wise – WELN	<u><i>WELN Intro/History of Supported Employment, Discovery, and Employment Planning</i></u> <u>EF Training Calendar</u> (\$250)	12	In Person
Wise – WELN	<u><i>WELN Job Development and Marketing</i></u> <u>EF Training Calendar</u> (\$250)	12	In Person
Wise - WELN	<u><i>WELN Systematic Instruction and Follow Along</i></u> <u>EF Training Calendar</u> (\$250)	12	In Person
Wise - WELN	<u><i>WELN Social Security Benefits and Work Incentives Webinar</i></u> <u>EF Training Calendar</u> (Contact Wise for cost information)	5	Online

## Department Approved Discovery Training

Policy Transmittal [ADP-PT-14-029](#) issued 9/12/2014, outlined qualifications for employment professionals who provide Discovery. Approved Discovery trainings are listed below. Please also consider that anyone who has obtained a Department Approved Credential, such as ACRE, APSE CESP, or equivalents, are deemed qualified to deliver the service of Discovery.

Provider	Program/Course Name
WISE Employment Learning Network (WELN)	Introduction/History of Supported Employment, Discovery, and Employment Planning
Marc Gold and Associates	Discovery
Virginia Commonwealth University	Supported Employment Web-Based Certification <a href="http://www.worksupport.com/training/webcourses/se.cfm">http://www.worksupport.com/training/webcourses/se.cfm</a> (Contact VCU for pricing)
Training Resource Network (TRN)	Career Development (Using Principles of Discovery & Career Enhancement)
OTAC	Person Centered Planning for Community Employment

<b>Griffin-Hammis Associates offered through the Relias Academy</b>	Creating Community Careers: Customized Employment Part 1-5 (All 5 sessions must be taken)
<b>Griffin Hammis Associates</b>	ACRE Employment Services Web-Training Series <a href="http://www.griffinhammis.com/acrecertificatetraining.html">http://www.griffinhammis.com/acrecertificatetraining.html</a> (\$475)

The Discovery training should meet the following requirements:

- The training topic/curriculum should directly relate to conducting and documenting, through the use of developing a Discovery Profile, the Discovery process. The content should address the concept of discovery, person centered employment planning approaches, community-based assessments, and career exploration.
- Training may be obtained online or in person sessions. The supported employment professional delivering the direct services should be the recipient of the training.
- Training should be provided by an instructor/entity using a curriculum consistent with the core competencies and standards for Discovery established by DHS.