



HEALTH CARE
AUTHORITY

DEVELOPMENTAL DISABILITIES SUPPORTS DIVISION

TRAINING CODE OF ETHICS

As a trainer/mentor of core curriculum modules addressing DDSD-required competencies, I shall:

- Follow the DDSD training policies, procedures, and standards.
- Promote person-centered values, including laws governing confidentiality (HIPAA).
- Adhere to my scope of certification, train only courses for which I am certified, using the most current modules.
- Mentor only courses for which I am certified, using the most current modules.
- Present course content in accordance with the specifications outlined in each approved module, maintaining fidelity to all elements in the module. (e.g., Flip charts, power point presentation, videos, etc.).
- If you are given permission to train via “Livestream”, you must ensure that participants have video capabilities, audio (you can hear them, and they can hear you.) You must be able to see them all throughout the course via camera. Also, you must provide your training link to your regional Trainer prior to the course date.
- Ensure course content is presented within the timeframes listed in the module introduction to allow for maximum learning, and for participants to be able to successfully complete the required competency measures.
- Promote positive relationships among people, organizations, agencies, and system supports.
- Treat trainees with dignity and respect and provide appropriate accommodations.
- Ensure that trainees complete competency verification forms individually and without the aid of module/supplemental materials (unless otherwise specified in the approved module).
- Participate fully in training audits conducted by the DDSD and/or its designees, which may include but not be limited to the following: training record reviews, trainee interviews, and in-class monitoring.