

Professional Development Certification (PDC)

The Professional Development Certification (PDC) offers PSWs and HCWs a way to earn a higher wage of .50 cents above the base rate. Courses and requirements offer an educational opportunity intended to help the worker build skills to be applied in their day to day work experience. The certification is valid for 24-months.

Requirements:

1. Have an active Medicaid Provider Number
2. Complete the three (3) Core Courses:
 - o Helping Caregivers Fight Fraud & Abuse
 - o Keeping It Professional
 - o Working Together
3. Complete five (5) hours of Safety Type Courses or the COMPASS series:
 - o Medication Safety
 - o Preventing Disease Transmission
 - o Protect Against Sprains and Strains
 - o Taking Responsibility in Personal Safety
4. Complete five (5) hours of Elective Courses:
 - o Bathing & Grooming
 - o Everyone Communicates (PSW ONLY)
 - o Heart Healthy
 - o Nutrition Basics
 - o Sensory Processing Disorder – Adults
 - o Sensory Processing Disorder – Children (PSW ONLY)
 - o Working with Challenging Behaviors (HCW ONLY)
5. Take the assessment for each of the courses you complete – scoring 80% or better
 - o Use the following link to find the assessments you need: <https://go.usa.gov/xP6d7>
6. Have and keep current an Adult CPR/First Aid certification
7. OHCC course attendance No Show Rate of 20% or less
8. Once all requirements are met, complete a Professional Development Certification Application:
 - o Applications can be found on our website with this link – <http://go.usa.gov/xPkhD>
 - o Applications can be requested from instructors in PDC courses
9. Submit the completed application, along with copies of your CPR/First Aid cards, to:



Mail

ATTN: Training Unit
Oregon Home Care Commission
550 Capitol St NE
Salem, OR 97301

Email

Certifications.OHCC@dhsola.state.or.us

Fax

(503) 378-5886

Applications must be in the OHCC office by the first day of the month to be eligible for certification approval. If all requirements have been met, then approval and certification will begin the first pay period of the following month. **Example:** an emailed application is sent to OHCC on January 12, 2019; it would qualify to have certification begin on the first pay period around March 1, 2019. The reason February 2019 was not the start date was because the application was received later than January 1, 2019.

Once approved, a confirmation email informing you of the two-year certification period with your attached Professional Development Certificate will be sent. **IMPORTANT:** PSWs need to provide a copy of their certificate and approval letter to the CDDP or brokerage each time they begin working for a new individual.

Renewal Process: Professional Development Certification (PDC)

The Oregon Home Care Commission, in collaboration with the Training Committee and approved by the Commissioners, has determined the renewal process homecare and personal support workers will need to complete so they may maintain their PDC. Below are the requirements a homecare or personal support worker will need to follow to renew their PDC for an additional 24-months:

1. Repeat the course requirements – Core Courses, five hours of Safety Courses, and five hours of Elective Courses
 2. Take the assessments for the courses you complete, with a score 80% or better
 3. Keep your CPR/First Aid certification current and make sure OHCC has a copy (see “Avoid Interruption” on previous page)
 4. Maintain a No-Show Rate of 20% or lower
- Providers are NOT required to submit a new application for renewal – OHCC will automatically check and renew the certification at the expiration date

IMPORTANT: *only courses and assessments taken after the first 12-months of certification will be counted towards PDC renewal.*

Example: If you received your PDC 01/01/2017 ending on 12/31/2018; you would have all of 2018 to take courses towards renewal. Let’s say you had taken Medication Safety (11/12/2017), Preventing Disease Transmission (1/15/2018), and Nutritional Basics (3/5/2018). Both PDT and NB will count towards renewal; so long as you complete and pass both assessments. MedS would not count because it was taken in the first 12-months of having PDC.

AVOID INTERRUPTIONS OF YOUR PAY DIFFERENTIAL

In order for your PDC wage to not be interrupted when your CPR/First Aid card expires, we ask you to do the following:

- Track the expiration date of your CPR/First Aid card on your personal calendar
- Send a copy of the CPR/First Aid cards directly to OHCC as soon as you get the renewal card
- Send to Certifications.OHCC@dhsosha.state.or.us

If you do not provide OHCC with a copy of your card, the .50 wage increase will drop off your hourly rate. The .50 wage will return on the next pay period after the card is provided to OHCC, not the effective date on the cards so don’t forget to send us your renewal cards!



NEW



Homecare workers and Personal Support Workers with an active (unexpired) Oregon Certified Nurse Assistant (CNA) certificate may substitute their CNA for the Safety Type and Elective Course requirements by submitting a copy of their certificate. ALL other PDC requirements must be met. This update is for INITIAL Professional Development Certification and NOT for renewal.

*****Effective as of March 1st, 2019*****

OHCC Courses

Course	Description	Length	Stipend Available
Bathing & Grooming (B&G) *PDC Elective Course	Skills in personal care activities of bathing, shaving, skin care & grooming with a focus on using person-centered values and techniques. A video demonstrating hands-on care is shown.	3 ½ hrs	HCW PSW ICP
Blindness & Low Vision (BLV) *AFC CEUs	An overview of eye diseases and vision loss; techniques for working with someone sight-impaired; being a sighted guide; helping someone to live independently; resources and adaptive equipment for use in the home.	3 hrs	HCW PSW ICP
Caring for Yourself While Caring for Others (C4Y) ***NEW***	In this interactive workshop, you'll learn how to promote a safe and healthy work environment – for the individual you support and yourself.	2 ½ hrs	HCW PSW ICP
Communities of Practice and Safety Support (COMPASS) *PDC Safety Course	This program promotes injury prevention and health for Homecare and Personal Support Workers. It involves seven (7) sessions, each two (2) weeks apart. Be a part of a small team of workers learning and sharing health, safety, and work practices. Completion of COMPASS will meet all 5 hours of Safety Skills Courses required for PDC.	15 hrs (7 wks/ 2-3 hrs ea)	HCW PSW ICP
Dementia 101 (DEM 101)	An introduction to supporting individuals experiencing dementia. This course covers a basic overview of the dementia process and the different types; ways to promote health and safety; communication tips including remaining calm and positive.	3 hrs	HCW PSW ICP
Diabetes by the Numbers (DBN) *AFC CEUs	A class on the basics of diabetes. What is it? Are you at risk? The class will cover: carbohydrate identification; label reading and portion control; preventing complications; glucose testing; and understanding the numbers.	3 ½ hrs	HCW PSW ICP
Diversity Awareness – Challenges Facing Lesbian, Gay, Bisexual, Transgender Adults (LGBT) *AFC CEUs	Learn terminology & definitions, gain an understanding of the lives of LGBT adults, and learn ways to be welcoming and inclusive.	3 hrs	HCW PSW ICP
Durable Medical Equipment (DME) *AFC CEUs	Helpful hints on safely using mobility devices, bath & toilet aides, Hoyer lifts, and other medical equipment. Tips on choosing, fitting, and using devices.	4 hrs	HCW PSW ICP
End of Life (EoL) *AFC CEUs	An overview of end of life, including: the dying process; the difference between palliative care vs hospice; and, the role of the provider in supporting an individual at the end of life.	3 hrs	HCW PSW ICP

Course	Description	Length	Stipend Available
Everyone Communicates (EC) <i>*PDC Elective Course</i>	Learn effective communication partner strategies that make a positive impact on the people you support with communication challenges and intellectual and developmental disabilities who experience communication challenges. <i>*PSW credit for PDC only</i>	4 hrs	HCW PSW ICP
Grief & Loss (G&L) <i>*AFC CEUs</i>	Understanding the process of grief, the myths and realities of grieving and loss, ways to help others, compassion fatigue and caring for yourself.	3 ½ hrs	HCW PSW ICP
Heart Healthy (HH) <i>*PDC Elective Course</i> <i>*AFC CEUs</i>	How the heart works, understanding common heart problems, monitoring blood pressure, recognizing heart emergencies, & creating a heart healthy lifestyle.	3 hrs	HCW PSW ICP
Helping Caregivers Fight Fraud & Abuse (F&A) <i>*PDC Core Course</i> <i>*AFC CEUs</i>	Recognizing & reporting abuse & neglect of children, older adults and disabled persons and Medicaid & Medicare fraud; the role of the caregiver; problem solving; local resources.	Class: 3 ½ hrs Online: 1 ½ hrs	HCW PSW ICP
Introduction to Cultural Competency (ICC) ***NEW***	This interactive and engaging course offers an introduction to culture, cultural competency, and their role in offering person-centered supports.	2 ½ hrs	HCW PSW ICP
Keeping It Professional (KIP) <i>*PDC Core Course</i>	The role of the worker in: setting professional boundaries, working with the task list, when and how to keep things confidential, and tips for recordkeeping.	Class: 3 ½ hrs Online: 1 ½ hrs	HCW PSW ICP
Medication Safety (MedS) <i>*PDC Safety Course</i>	Assisting adults who manage their own medication, including: types and effects of medications; assisting with documentation, storage; recognizing risks and warning signs; and the role of the worker.	3 hrs	HCW PSW ICP
Nutrition Basics (NB) <i>*PDC Elective Course</i> <i>*AFC CEUs</i>	Basics of nutrition, nutrient categories, meal timing, and meal balance using person-centered strategies and tools to promote informed choices as well as common nutrition related concerns.	4 hrs	HCW PSW ICP
Preventing Disease Transmission (PDT) <i>*PDC Safety Course</i> <i>*AFC CEUs</i>	Causes of infectious diseases and routes of transmission; reducing risks; best practices in housekeeping and caregiving to prevent the spread of diseases.	2 hrs	HCW PSW ICP
Protect Against Sprains and Strains (PASS) <i>*PDC Safety Course</i> <i>*AFC CEUs</i>	Basic principles of body mechanics; making changes in work activities to minimize risks and protect yourself and others; review of some assistive equipment.	3 ½ hrs	HCW PSW ICP

Course	Description	Length	Stipend Available
Ready, Set, Work (RSW)	Create a professional marketing approach to finding work; how to use the Registry & Referral System; and what you should do before starting a job. NOTE: Workers do not need to have worked to qualify for a stipend for this class.	4 hrs	HCW PSW ICP
Respiratory Care: Oxygen to Ventilators (RC) *AFC CEUs	End-stage respiratory diseases, basics on the use of oxygen, nebulizers, & ventilators.	3 ½ hrs	HCW PSW ICP
Sensory Processing Disorder – Adults (SPD-A) *PDC Elective Course	Covers the following: what is Sensory Processing Disorder; overview of the senses; ASD and ADHD; understanding how an adult with SPD perceives input; and supports for community mobility.	3 hrs	HCW PSW ICP
Sensory Processing Disorder - Children (SPD-C) *PDC Elective Course	Covers the following: what is Sensory Processing Disorder; overview of the senses; ASD and ADHD; impacts on a child's day; understanding how a child with SPD perceives input; and sensory diets. <i>*PSW credit for PDC only</i>	3 hrs	HCW PSW ICP
Stress Management and Relaxation Techniques (SMART) *AFC CEUs	Understanding stress and its effects; identifying triggers; fun and practical techniques for coping with stress.	3 hrs	HCW PSW ICP
Substance Abuse Awareness (SAA)	Review the OHCC Drug-Free Workplace policy for workers, learn the impact of drug and alcohol abuse, the role of the worker, and resources for help.	3 hrs	HCW PSW ICP
Taking Responsibility in Personal Safety (TRIPS) *PDC Safety Course	Ideas for preventing injuries from slips and trips in the home; assessing risk factors; assisting in planning and preparing for emergencies, safe driving tips.	3 hrs	HCW PSW ICP
Working Together (WT) *PDC Core Course	Assertive communication and problem-solving techniques for employers & workers; clarifying expectations; using person- directed values and language.	3 hrs	HCW PSW ICP
Working with Challenging Behaviors (CB) *PDC Elective Course *AFC CEUs	Practical information about working with seniors and adults with physical disabilities regarding types and causes of challenging behaviors, problem solving, and communication ideas. <i>*HCW credit for PDC only</i>	3 hrs	HCW PSW ICP