

Behavior & Mental Health Training FAQ

1. What trainings are required to meet the DDD requirements for providing “Behavioral Supports” under the Supports Program?

Information about these and other DDD Training requirements can be found in DDD's [Mandated Training Requirements Implementation Summary](#), [Quick Reference Guide](#), and [Clarifications & Updates](#) (March 2016). Only those courses outlined in the documents above meet the Behavioral Supports training requirements. Questions about these training requirements should be directed to the DDD.SuppProgHelpDesk@dhs.state.nj.us.

Employing agencies must retain copies of a Certificate of Completion to serve as proper documentation for fulfillment of DDD's requirement. It is strongly encouraged that the staff person also retain a copy for his/her own records.

Certificates of Attendance are provided to all participants who complete Boggs Center training courses. Certificates are awarded at the end of the last day of the course. If you are eligible, a copy of your certificate will be available in your [Dashboard](#) history tab within two weeks of the event.

2. I am in the process of becoming a qualified provider under the DDD Supports Program. When can I register for training?

DDD must recognize that the agency is far enough along in the process of becoming a qualified provider before attending PBS trainings. Once The Boggs Center receives a registration request, a verification process will occur with DDD regarding qualification status. Registrants will be notified regarding the status of their registration following verification.

3. If I have a certificate of completion for Introduction to PBS from my current or previous employer, do I still have to complete the Boggs Center's Introduction to PBS?

Maybe. If you completed Introduction to PBS with the Boggs Center since 2016, you do not have to complete Introduction to PBS again. If you completed an Introduction to PBS through your agency's new hire training, it must be an approved alternate training through the Division to meet the requirement.

4. Can I sign up for trainings in any order or only complete the Applied PBS training?

No. Introduction to PBS must be taken first. Introduction to PBS is a prerequisite to our Applied PBS sessions. This session will also prepare participants for other courses, though we have not specified this as a prerequisite. Each of the training's content builds upon the last.

If you completed a Division Approved alternate Introduction to PBS session, you must submit a certificate of completion for that training to the Boggs Center prior to enrollment in the Applied PBS course.

5. I am a BCBA, and/or have a Master's Degree or higher in the field of Psychology or Social Work. Do I have to begin with the Introduction to PBS training?

Yes. Staff that are providing "Behavioral Supports," a service available through the DDD Supports Program, must complete both Introduction to Positive Behavior Supports **and** Applied Positive Behavior Supports.

Both courses ensure professionals stay current with best practices in Positive Behavior Supports. Additionally, there is a significant focus on prevention/antecedent-based interventions as well as team-based approaches related to making a positive change in people's lives through environmental modifications. Should you have any additional questions related to this, please contact us at pbsinquiries@rutgers.edu.

6. I am having trouble registering for a course. What should I do?

If you are experiencing difficulties during the registration process, you may contact Melinda Darby at melinda.darby@rutgers.edu or the team at pbsinquiries@rutgers.edu.

7. The website states that a particular course is full. Can I still attend that training?

For in-person trainings, you can click "join wait list" if the option is available. For web-based trainings, we recommend that you select an alternate date with open registration.

8. I wish to register several staff from the same agency/site within the agency for the same training. Can they all attend under one registration?

Due to the participation requirements for all trainings, all attendees must be registered and confirmed with their own individual email address to participate in any training or webinar. We cannot provide credit for multiple staff members who are logged into a webinar using the same link. Each staff member must use their own individual link to log in and participate.

9. There is inclement weather predicted for the scheduled day of my training. How will I be notified of the training's cancellation?

Please check our website, as it will have the most current and accurate information regarding weather-related cancellations for in-person trainings. Additionally, you will be notified by email if a course is cancelled for any reason.

10. I don't see any trainings being held in a location near me. What can I do?

For in-person offerings, we typically add sessions frequently as we strive to build capacity throughout the state. Please continue to visit our website for the most updated list of training dates. If you are interested in being a host site for future training sessions and meet the necessary requirements within your community and surrounding area, we look forward to speaking with you regarding your training space. Please contact us at pbsinquiries@rutgers.edu.