Office of Developmental Programs Provider Applicant Orientation

Thank you for expressing interest in rendering services to individuals with Intellectual Disability (ID) under the Consolidated and Person/Family Directed Support (P/FDS) waivers for the Office of Developmental Programs (ODP), Bureau of Support for People with Intellectual Disability (BSPID).

All new potential providers are required to register online for the Office of Developmental Programs Provider Applicant Orientation. Follow the steps below to access registration and other online materials.

MISSION: The mission of the Office of Developmental Programs (ODP) is to support Pennsylvanians with developmental disabilities to achieve greater independence, choice and opportunity in their lives.

The Office of Developmental Programs Provider Applicant Orientation has been developed by ODP to ensure that all applicants intending to provide waiver services for individuals with an intellectual disability have a basic understanding of how the Intellectual Disability [ID] system operates prior to starting to provide services. This Orientation is required for any new applicant seeking approval to provide services under the ODP Consolidated and/or Person Family Directed Support Waivers (P/FDS).

The Provider Applicant Orientation is offered free-of-charge and approved by the Pennsylvania Department of Human Services, Office of Developmental Programs. The Orientation is a one day class and must be attended in its entirety in order to receive credit for completion.

Important notes:

- The Chief Executive Officer/Executive Director of the agency seeking approval to provide services is required to attend this Orientation and achieve a passing score the post-test. One (1) additional staff may also attend the Orientation, as determined by the CEO/Executive Director.

- Each participant (CEO/ Executive Director and the additional staff) must create his or her own unique MyODP account AND complete a separate registration request. See account creation instructions below. Participants who are not registered on the day of the session will only be admitted at the discretion of the trainer and if space is available after registered participants have been seated.

- If an organization wants to provide Supports Coordination services, send an inquiry to RA-scqualifications@pa.gov (do not register for this Orientation.)
To create an account, visit the MyODP website. Scroll down to **Navigation** and follow the steps to create an account. Make sure to choose the role **Prospective Provider Applicant** and check the box **PPA-Consolidated and Person/Family Directed Support (P/FDS) Waivers**.

**Note: after creating a MyODP account, you must take the second step of requesting registration.** To request registration and access the Applicant Orientation materials, follow the path below or use the link provided.

**LINK:** (Make sure you are logged in to MyODP before using this link) [https://www.myodp.org/course/view.php?id=523](https://www.myodp.org/course/view.php?id=523)

**PATH:** MyODP (log in) > Home > Training (blue bar) > Intellectual Disability > All Intellectual Disability Trainings > Provider Applicant Orientation > Provider Applicant Orientation (ID) > Provider Applicant Orientation (ID) Welcome

Instructions and registration information are located within the MyODP link above. If you have questions, please contact **RA-PWPROVIDERAPP@pa.gov**.