

Positive Behavior Support Training FAQ

1. What trainings are required for staff 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). 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. Duplicate Certificates will not be issued.

2. If I have a certificate of completion for Basic PBS from my current or previous employer, do I still have to complete Introduction to PBS?

No. If you completed Basic PBS, you do not have to complete Introduction to PBS. The Introduction to PBS is a more streamlined format that fulfills the same training objectives as the Basic PBS sessions.

3. Can I sign up for trainings out of order or only complete the Applied PBS training?

No. Introduction to PBS must be taken first. Introduction to PBS is a prerequisite to the Applied PBS training. This session will also prepare participants for other courses we offer, 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 alternative 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.

4. 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?

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

Both courses ensure professionals are up to date with best practices in Positive Behavior Supports. Our courses focus significantly on both team approaches and prevention related to making a positive change in people's lives. Behaviorists and staff supporting individuals with challenging behavior are encouraged to attend training as a team. Should you have any additional questions related to this, please contact us at pbsinquiries@rutgers.edu.

5. I am having trouble registering for a course. Can I contact The Boggs Center directly to register me by phone?

We recommend registering through our website. However, if you are experiencing difficulties, you may contact us at pbsinquiries@rutgers.edu for assistance.

6. The website states that a particular training is full. Can I still register for that training?

If a course is listed as “Full” or “Closed,” please select an alternate date as we cannot accommodate walk-ins to venues that are over capacity on the training day and will not have a record of your attendance. An acknowledgment of registration attempt is not a confirmation of registration.

However, if you wish to be placed on a waiting list for that course, you will be contacted if someone withdraws from a session. You may contact us at pbsinquiries@rutgers.edu if you have additional questions.

7. What if I need to cancel or withdraw from a training session?

If you are unable to attend a training for which you are registered, please contact the Boggs Center to cancel. Notifications of cancellations allowed us to permit others from the waiting list to register.

8. 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 or call The Boggs Center directly at (732) 235-9300. Additionally, an email blast will be sent to all registrants at the email provided upon registration. If a supervisor or training director registers a staff person, please provide the participant’s email address and contact information at registration so staff get information regarding course cancellation and/or rescheduled dates directly.

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

We continue to 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.