



## Instructions for Internet-Based Training Approval

### **Provider Section:**

Complete this section with the person who can most accurately provide information about this request. We will email our response to this request so an email address is required.

### **Internet Provider Section:**

Please ensure that this information is accurate. We must be able to access the URL and course information to make our determination.

### **Brief Description:**

Use this section to provide supporting documentation about this internet-based training. This section may include reference to other providers who have used the site, whether you have used this before in other programs, etc. This is also the section to provide information about this training provider (references, url to sample courses, etc.)

### **Mail or Fax:**

The completed form must be mailed or faxed to KEPRO. KEPRO has 30 days to respond to your request so it is imperative that this form be sent in well before your planned used of the training site.

No training offered before the KEPRO approval date will be accepted.

### **Finding a Good Internet-Based Provider:**

When researching internet-based training providers you should consider the following:

1. Does the site let you preview courses and course content?
2. Does the site list organizations and businesses that use their service?
3. Does the site offer content that fits with the philosophy and requirements of the TBI Waiver program?

4. How will employees using the site demonstrate learning?
  - a. Is there a post test?
5. What documentation will you receive that shows the employee has successfully passed the online course?
  - a. Certificate
  - b. Transcript

**Pre-Approved Sites and Content:**

KEPRO will maintain a list of pre-approved internet-based training providers. Currently the following providers are approved and require no advance request for approval.

American Red Cross - First Aid

<http://www.redcross.org/>

American Heart Association - First Aid

<http://www.heart.org/HEARTORG/>

<http://www.onlineaha.org/index.cfm?fuseaction=main.courseCatalog>

American Health & Safety Institute

[www.hsi.com](http://www.hsi.com)

American CPR

[www.americancpr.com](http://www.americancpr.com)

National Safety Council

[www.nsc.org](http://www.nsc.org)

Essential Learning

Must be content that meets the requirements of the TBI Waiver Program. If you are not sure still submit an approval request to KEPRO.

<http://essentiallearning.com/>

In the Know

<http://intheknow.com>

Institute for Professional Care Education – online staff and caregiver training

<http://www.ipced.com/>

Brain Injury Association of America

**Webinars for the Certified Brain Injury Specialist Program**

<https://secure.biausa.org/SearchResult.aspx?CategoryID=61>

The cost is generally \$55/webinar but multiple people can attend on one registered line

Michigan Traumatic Injury Online Training

**Cognitive & Behavioral Consequences of Traumatic Brain Injury in Adults**

<http://www.mitbitraining.org/Default.aspx>

Center for Neuro Skills

**Online continuing education modules**

<http://www.neuroskills.com/education/index.php>

Currently there is a \$60/course processing and certification fee/person

Traumatic Brain Injury and Public Services in North Carolina

**Online Continuing education modules** (while there is some North Carolina specific information the primary focus of the modules is appropriate to anyone wanting brain injury information)

<http://www.nctbitraining.org/main.aspx>

Ohio Valley Center for Brain injury Prevention and Rehabilitation

**Online web course on accommodation – free**

Also a good brain injury and substance abuse resource

When entering information for certificate – unlicensed employees should enter N/A for license number and click Not Applicable button

<http://ohiovalley.org/informationeducation/accommodatingtbi/>

Pennsylvania Homecare Association Learning Center

The following online course titles are approved:

- Consumer Choice and Independent Living Philosophy
- Understanding IADLs
- Assistive Devices to Helps Seniors and People with Disabilities
- Maintaining Boundaries with a Consumer

<http://learningcenter.pahomecare.org>