



Ned Lamont  
Governor

State of Connecticut  
Department of Developmental Services

DDS

Jordan A. Scheff  
Commissioner

Peter Mason  
Deputy Commissioner

Date: February 16, 2022

TO: DDS Qualified Providers and DDS Public Programs

FROM: Jordan A. Scheff, Commissioner

CC: Peter Mason, Deputy Commissioner; Katie Rock-Burns, Chief of Staff; Krista Ostaszewski, Health Management Administrator, Jackson Pierre-Louis, Division Director of Quality Systems Improvement; Kevin Bronson, Director of Communications, Legislation & Regulations, MJ McCarthy, Director of Legal; Claudine Testani, DDS Program Manager of Licensed Programs; Rose Sierra, DDS Program Manager of Training; DDS Regional Directors; DDS Assistant Regional Directors; DDS Regional Resource Administrators

RE: 90 Day Training Extension

Due to the recent Covid-19 surge and staffing shortages experienced by providers, the Department of Developmental Services (DDS) is granting providers a 90 day extension for re-trainings to all staff with some exceptions. At this time, we **cannot** extend CPR certification and PMT certification (beyond the 18-month period). Providers will need to ensure that they meet the state statute in regards to CPR training for staff. The extension for other re-trainings will be granted from February 16, 2022 to May 31, 2022.

New employee training outlined in the DDS policy on staff training that identify training requirements to be completed within 30 days of hire will be extended to 45 days. This extension for new employee training will be granted from February 16, 2022 to May 31, 2022.

**New employees will not be allowed to work alone until those training requirements are met.**

Providers that utilize PMT, please contact PMT Associates, Inc. to have ongoing discussions regarding extensions.

Please note that this extension does not apply to the medication administration certification program.