

## **New Training Opportunity!** **Categorizing Prevention**

The Pennsylvania Department of Drug & Alcohol Programs (DDAP) is pleased to announce the availability of an online training module for Categorizing Prevention (formerly Making the Connection) through TrainPA.

This training will provide prevention staff with an in-depth review of how prevention programs, services, and populations are categorized, as well as how to select and use appropriate service codes and other categorization in the documentation and reporting of preventions services. This training is required for SCA or prevention provider staff directly involved with prevention needs assessment and planning, supervising prevention staff, monitoring prevention programming, delivering prevention services, or entering prevention services in PA WITS. The training must be completed within 12 months from the time of hire or from the time of acquiring these responsibilities. Requirement details and exemptions are outlined in the DDAP Prevention Manual.

### **How to Access the Online Training**

Visit <https://www.train.org/pa/welcome> then follow these steps (if you already have an account in TrainPA, you may log in and skip to step 7):

1. Click Create an Account
2. Enter a username, password, and the identifying information requested, then click Next Step
3. Select the county where you primarily work, then click Confirm
4. Select “Other public health professional (my functional role isn’t listed)”, then click Confirm
5. Type “Drug” in the search field, then select PA Department of Drug and Alcohol Programs employees, then click Confirm
6. Click Finish Creating Account. This will log you into the TrainPA site.
7. Click Courses under the Search column on the left side of the page
8. Type “DDAP” into the search bar, then press Enter
9. Select PA-DDAP: Categorizing Prevention
10. Click Launch. You will then be able to complete the training.

Any questions regarding the training should be directed to the DDAP Training Section by emailing [ra-datrainig@pa.gov](mailto:ra-datrainig@pa.gov) or calling 717-736-7452.