

Professional Qualifications & Responsibilities

Rule Requirement	Employee record	Employee Record	Employee Record	Employee Record	Employee Record	Employee Record	Comments
	Y-N-N/A	Y-N-N/A	Y-N-N/A	Y-N-N/A	Y-N-N/A	Y-N-N/A	
Employee Name>>>							
16.04.17.202 QUALIFICATIONS AND RESPONSIBILITIES OF A RESIDENTIAL HABILITATION PROFESSIONAL.							
16.04.17.202.01 Education and Experience. To be qualified as a residential habilitation professional, a person must:							
16.04.17.202.01.a Have at least one (1) year of experience professionally supervised with the population served; and							
16.04.17.202.01.b Meet the qualifications of a Qualified Intellectual Disabilities Professional (QIDP) as described in 42 CFR 483.430(a).							
16.04.17.202.01.c Experience writing and implementing behavior and skill training program plans; or							
16.04.17.202.01.c.i The agency must provide documentation the employee received such training from an experienced residential habilitation professional; and							
16.04.17.202.01.c.ii Demonstrate the ability to write and implement							

behavior and skill training program plans.							
16.04.17.202.02 Criminal History and Background Check. A residential habilitation professional must have satisfactorily completed a criminal history check in accordance with IDAPA 16.05.06, "Criminal History and Background Checks."							
16.04.17.202.03 First Aid and CPR Certification. A residential habilitation professional must be certified in first aid and Cardio-Pulmonary Resuscitation (CPR) appropriate for the age of participants he serves prior to providing direct service to participants and maintain current certification thereafter.							
16.04.17.202.04 Responsibilities of a Residential Habilitation Professional. A residential habilitation professional must be employed by the agency on a continuous and regularly scheduled basis. A residential habilitation professional must perform the following:							
16.04.17.202.04.a Provide all skill training to agency direct service staff necessary to fulfill each participant's plan of service;							
16.04.17.202.04.b Complete or obtain an age appropriate functional assessment for participants served within thirty (30) days of initiation of the service;							

16.04.17.202.04.c Develop participant program plans according to the current authorized plan of service for each participant; and							
16.04.17.202.04.d Supervise habilitation services of the agency at least quarterly or more often as necessary to include:							
16.04.17.202.04.d.i The review of direct services performed by direct service staff to ensure that staff are implementing the programs as written and demonstrate the necessary skills to correctly provide the services; and							
16.04.17.202.04.d.ii Monitoring participant progress and documenting changes when necessary to ensure revisions are made for progress, regression, or inability to maintain independence.							
16.04.17.202.05 Direct Service Qualifications. If a residential habilitation professional is providing any type of direct service, he must meet the qualifications of direct service staff as defined in Section 203 of these rules. If yes, document in Section 203							