

## 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. <b>If yes, document in Section 203</b>							