

**PROVIDER ADVISORY #2024-020**  
**PROVIDER CALENDAR TO TRAIN FLORIDA TRANSITION**

**ACTION REQUIRED**

**EFFECTIVE DATE: SEPTEMBER 16, 2024**

The APD Provider Calendar is being deactivated and the APD Non-Agency Trainers are no longer authorized to conduct APD courses in a classroom session. All providers and their staff are required to take the courses below in TRAIN Florida.

Click on the links below to access the APD - Direct Care Core Competencies (DCCC) and APD - Zero Tolerance Training Plans.

- APD - Direct Care Core Competencies (DCCC) [Training Plan](#) (7 course modules)
- APD - Zero Tolerance - A Statewide Initiative – [Training Plan](#) (5 course modules)

The courses below are APD classroom trainings and will exclusively offered by APD staff.

- APD - Best Practices in Supported Employment (BPSE) Training
- APD - 65G-7 Medication Administration Trainer Training - Classroom
- APD - 65G-7 Medication Trainer Annual Update (TAU)
- APD - Prescribed Enteral Formula Administration (PEFA) Annual Update for Medication Assistance Providers (MAPs)
- APD- Reactive Strategies
- APD - Supported Living Pre-Service Training

The Course below will be offered only by APD staff or by the Training Resource Network.

- APD -Supported Employment Coaching Pre-Service

How to locate the APD led classroom training.

1. Log in to TRAIN Florida
2. Locate and click on the Calendar link
3. Enter the course name into the Search Calendar box and click the search icon
4. The course name will appear at the top of the list
5. Click on the course name
6. The page will display all available classroom training sessions. Please read the course description before registering for a classroom training session
7. Select the session you would like to attend and click the “Blue Register” button
8. You are now registered in the classroom training session. Please carefully read and follow the classroom session details

Please note: If the TRAIN Florida account is not correctly set up, you will not have access to the above courses. Please review the [APD Provider Account Creation Requirements](#) and update your account. Once your account is correct, you will have access to the classroom training.

If you need technical support, the APD LMS Support team is available Monday – Friday, 8:00 a.m. – 5:00 p.m., except holidays. Email [apd.lmssupport@apdcares.org](mailto:apd.lmssupport@apdcares.org) for assistance. To more expediently respond to your request, please do not contact the APD LMS Support team by telephone.

- Emails are addressed in the order they are received.