

## How to Navigate APD Zero Tolerance



**Before You Begin:** Do you already have a TRAIN account? If yes, do not create another account. Contact the APD LMS Support Team at [apd.lmssupport@apdcares.org](mailto:apd.lmssupport@apdcares.org) if you are not sure. Learners must have only one TRAIN Florida account. Learners with duplicate accounts will be blocked from accessing their TRAIN Florida accounts.

Go to <https://www.train.org/main/welcome> and sign into your account. If you do not yet have a TRAIN account, you will need to have your agency create one (if you are a staff member) or create an account if you are a non-APD provider. Visit the APD Training Portal for more instructions on TRAIN Florida account creation.

1. Go to the **training plan**.
  - Scroll down the home page to the **Search** column and click the **Training Plans** link.
  - Click the **course name** link.
  - Click the **Show More** link and read the information provided; download the **Navigation/Instructions** guide.
2. Click the **APD Zero Tolerance** link.
3. Click the **Register** button.
4. Click the **Module** link. Modules must be completed in sequential order (i.e., you must finish Module 1 before going to Module 2)
5. Click the **Launch** button. The **presentation** will open in a separate window. Watch the presentation and then **close the window** when you are done.
6. Take the **assessment**.
  - The screen will prompt you to take the assessment. Click the **OK** button.
  - Click **Start the Assessment**, follow the prompts to view the questions and enter your answers.
  - When you finish the assessment, click the **Finish** button.

After the assessment, you will go to the **next module**. Repeat steps 4 through 6 listed above until you finish the last module, which is Module 4.

7. After you have completed the last module, you must complete the **Evaluation**.
8. Click the **Print Certificate** button to download your certificate.

**Note:** For additional information about APD courses and TRAIN Florida navigation, visit the [APD Training Portal](#).

# How to Navigate APD Zero Tolerance

**1**

TRAIN Florida

HOME COURSE CATALOG YOUR LEARNING CALENDAR RESOURCES DISCUSSIONS ADMIN HELP

TRAIN Florida APD - Announcement - 10/09/19

Attention all TRAIN Florida APD Learners!

All APD Learners are required to read and follow the requirements listed below.

All APD Learners that continue to create multiple accounts and do not comply with TRAIN Florida course requirements may not have access to the online system and learner accounts will be placed inactive for non-compliance.

Click Here! [announcement-100919.pdf](#)

The attached document contains the following topics:

1 of 6

Your Training Status

23 COURSES TO COMPLETE

1 TRAINING PLAN IN PROGRESS

20 Certificates Obtained

Search

Courses

Training Plans

Events

**2**

TRAIN Florida

HOME COURSE CATALOG YOUR LEARNING CALENDAR RESOURCES DISCUSSIONS ADMIN HELP

Use this page to search for any course or document on the TRAIN Learning Network site. The results may be limited by any groups you have joined within TRAIN (see your profile for details).

44 record(s) found

Search By

Any Search By

Training Plans

APD - Direct Care Core Competencies (DCCC) Training Plan

APD - Medication Error Prevention and Medication Administration Annual Update Training Plan

APD - Zero Tolerance Training Plan

**3**

TRAIN Florida

HOME COURSE CATALOG YOUR LEARNING CALENDAR HELP

## APD-Zero Tolerance

← Back + Register

ID: 3663

Welcome to the Zero Tolerance training. The purpose of this training is to teach direct care providers, support coordinators, and any person providing care or support to an APD customer (on behalf of the agency or its providers) about how to recognize abuse, neglect, and exploitation of people with developmental disabilities and how to report incidents.

There are four courses that must be completed in sequential order in this training plan. Each course consists of learning objectives that will be assessed at the end of each course.

This training comprises four courses, which are listed below.

1. Defining Abuse, Neglect, and Exploitation
2. Recognizing the Signs and Symptoms of Abuse, Neglect, and Exploitation
3. Reporting to the Abuse Hotline
4. Prevention and Safety Planning

Each course has a learner guide. The learner guide is available for download during the course registration and immediately emailed to the learner upon completion of the course registration.

How to complete the APD-Zero Tolerance Training Plan:

**4**

## APD-Zero Tolerance

← Back Withdraw

ID: 3663

Welcome to the Zero Tolerance training. The purpose of this training is to teach direct care providers, support coordinators, and any person providing care or support to an APD customer (on behalf of the agency or its providers) about how to recognize abuse, neglect, and exploitation of people with developmental disabilities and how to report incidents.

There are four courses that must be completed in sequential order in this training plan. Each course consists of learning objectives that will be assessed at the end of each course.

more +

Completed Not Completed

Name	Completed Date	Score	Hours	Status
APD - Zero Tolerance				
APD - Zero Tolerance - Module 1: Defining Abuse, Neglect, and Exploitation			0.15h	Not Started
APD - Zero Tolerance - Module 2: Recognizing the Signs and Symptoms of Abuse, Neglect, and Exploitation			0.5h	Not Started
APD - Zero Tolerance - Module 3: Reporting to the Abuse Hotline			0.15h	Not Started

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TRAIN

ADMIN SEARCH USER SITE HELP

## APD - Zero Tolerance-Module 1: Defining Abuse, Neglect, and Exploitation

← Back Edit

Web-Based Training - Self-Study ID: 1086524 SKILL Level: Introductory 0.15h

Launch Save For

Welcome to APD-Zero Tolerance - Module 1: Defining Abuse, Neglect, and Exploitation.

In this course you'll learn what actions can be defined as abuse, neglect, and exploitation. You'll also learn about some reasons why caregivers mistreat those in their care. Finally, you'll learn about how the desire for power and control can contribute to such mistreatment.

Show More

**6**

← Withdraw Assessment

0.15h Course Number 1078546

★★★★★ (1 Rating)

Welcome to APD-Zero Tolerance - Module 1: Defining Abuse, Neglect, and Exploitation. In this course you'll learn what actions can be defined as abuse, neglect, and exploitation. You'll also learn about some reasons why caregivers mistreat those in their care. Finally, you'll learn about how the desire for power and control can contribute to such mistreatment.

Note: You must complete this module and pass the assessment with a minimum score of 80%.

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## APD - Zero Tolerance - Module 4: Prevention and Safety Planning

← Back History Take Evaluation

Evaluation Pending Computer-Based Training ID: 1078561 0.25h

Course Number 1078561

**8**

## APD - Zero Tolerance - Module 4: Prevention and Safety Planning

← Back

Computer-Based Training ID: 1078561 Skill Level: Introductory

★★★★★ (1 Rating)

Welcome to APD-Zero Tolerance - Module 4: Prevention and Safety Planning

While it is important to understand all of the information presented in this course, you must also understand all of the information presented in this course.

**Certificate of Completion**

This Certifies that

Bob Train

Has successfully satisfied all the requirements for

APD - Zero Tolerance - A Database Initiative

TRAIN Florida