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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
UNDERSTANDING DEVELOPMENTAL DISABILITIES  
TRAINING MODULE TEST

Instructions: Answer the following questions, complete the certification statement, sign and fill in your contract information. Return the completed form using information below.

1. At what age does intellectual developmental disability appear?
2. Name the 4 degrees of severity.
3. Why would intellectual developmental disabilities be diagnosed after the age of 18?
4. What are 3 cause of IDD?

I, \_\_\_\_\_ (print your name) have read this module on  
\_\_\_\_\_ (date) and fully understand the document. I will receive one credit hour for  
reading this training module.

Your Signature	Date
Email	Phone#

Return Completed Form to:

rdailey@kfamilyolutions.org  
Or Fax: 610-527-8672

Questions Call:

877-384-1729  
(ask for Training Services Coordinator)



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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
PROGRAM IMPLEMENTATION / ACTIVE TREATMENT  
TRAINING MODULE TEST

Instructions: Answer the following questions, complete the certification statement, sign and fill in your contract information. Return the completed form using information below.

1. The core of Active Treatment is that every person has the capacity to do what?
2. Development is lifelong. **True or False**
3. What is **your** goal for the individual?
4. Who is Active Treatment based on?

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
GUIDELINES FOR WORKING WITH PEOPLE WITH VISUAL DEFICITS AND MOBILITY CONCERNS  
TRAINING MODULE TEST

Instructions: Answer the following questions, complete the certification statement, sign and fill in your contract information. Return the completed form using information below.

1. How far behind you should the individual be when you're guiding them?
2. What's the first thing you do when approaching a blind individual?
3. When walking up or down stairs, you should take only 1 step at a time. **True/False**
4. The most important part of your job is to do what?

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
DIGNITY AND SENSITIVITY  
TRAINING MODULE TEST

Instructions: Answer the following questions, complete the certification statement, sign and fill in your contract information. Return the completed form using information below.

1. What words should you use when making requests of the residents?
2. When bathing, changing or toileting, what do you want to make sure of?
3. How are you **NOT** to interact with the individuals?
4. Should you focus on similarities/strengths or differences/weaknesses?

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
PERSONAL CARE TRAINING  
TRAINING MODULE TEST

Instructions: Answer the following questions, complete the certification statement, sign and fill in your contract information. Return the completed form using information below.

1. In order for the individuals to look & feel their best at all times, staff must pay attention to what?
2. When brushing & flossing and individuals teeth, you must make sure you do what first?
3. While changing a resident's brief, do you lift the legs or roll from side to side?
4. Before bathing and individual, where do you check the water temperature from?

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
RIGHTS, CHOICES & SELF DETERMINATION / OFFERING & ENCOURAGING CHOICE MAKING  
TRAINING MODULE TEST

Instructions: Answer the following questions, complete the certification statement, sign and fill in your contract information. Return the completed form using information below.

1. The most vital part of your job is to do what?
2. How does the individual communicate their choice?
3. Name 3 choice making opportunities.

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
HIPPA \ PROTECTING PERSONAL HEALTH INFORMATION  
TRAINING MODULE SELF CERTIFICATION

Instructions: Complete the certification statement, sign and fill in your contract information.  
Return the completed form using information below.

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
INCIDENT MANAGEMENT  
TRAINING MODULE SELF CERTIFICATION

Instructions: Complete the certification statement, sign and fill in your contract information.  
Return the completed form using information below.

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
MISTREATMENT AND ABUSE  
TRAINING MODULE SELF CERTIFICATION

Instructions: Complete the certification statement, sign and fill in your contract information.  
Return the completed form using information below.

I, \_\_\_\_\_ (print your name) have read this module on  
\_\_\_\_\_ (date) and fully understand the document. I will receive two credit hours for  
reading this training module.

Your Signature	Date
Email	Phone#

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
LIFTING TECHNIQUES / BASICS OF BODY MECHANICS  
TRAINING MODULE TEST

Instructions: Answer the following questions, complete the certification statement, sign and fill in your contract information. Return the completed form using information below.

1. A minimum of how many people are required of all lifts at AVS/NHS?
2. When lifting a client, what are two examples of poor body mechanics?
3. When lifting a client, what are two examples of good body mechanics?

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
PREVENTING DISCRIMINATION, DISCRIMINATORY HARASSMENT AND RETALIATION  
TRAINING MODULE SELF CERTIFICATION

Instructions: Complete the certification statement, sign and fill in your contract information.  
Return the completed form using information below.

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES

POSITIVE APPROACHES AND HEALTHY RELATIONSHIPS

TRAINING MODULE TEST

Instructions: Answer the following questions, complete the certification statement, sign and fill in your contract information. Return the completed form using information below.

**Please circle the best answer to the following questions.**

1. The goal of this training is for everyone to learn techniques for improving:
  - a) Driving skills
  - b) Personal and professional relationships
  - c) Test scores
  - d) Take down techniques
  
2. The topic covered is Building Healthy Relationships, in any relationship it is Important to treat everyone with:
  - a) Dignity
  - b) Frustration
  - c) Respect
  - d) a & c
  
3. In the field of (IDD) Intellectual and Developmental Disabilities, we should remember in our working relationships with people we support that they deserve to be seen as:
  - a) someone who does not have an opinion
  - b) an adult regardless of their IQ
  - c) someone always needing assistance
  - d) someone for whom I need to always make decisions
  
4. As staff, we are role models for the people we support.
  - a) True
  - b) False
  
5. Not having human touch may be the cause of some challenging behavior.
  - a) True
  - b) False
  
6. We must learn to not take a person's behavior personally when supporting people with an IDD.
  - a) True
  - b) False
  
7. Which of the following are good tips for interacting with people with disabilities
  - a) Be polite
  - b) Offer assistance to the person, but wait until your offer is accepted before you help
  - c) Do not take the individual's behavior(s) personally
  - d) All of the above

Please circle the best answer to the following questions.

8. If a person has a speech impairment we should take the time to listen, rather than pretend we understand.
  - a) True
  - b) False
  
9. Active listening is important in the communication process.
  - a) True
  - b) False
  
10. Barriers to effective communication may include:
  - a) Failure to understand the message
  - b) Word selection
  - c) Different perceptions
  - d) All of the above

I, \_\_\_\_\_ (print your name) have read this module on  
 \_\_\_\_\_ (date) and fully understand the document. I will receive four credit hours for  
 reading this training module.

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
KEYS TO SAFE DOCUMENTATION  
TRAINING MODULE SELF CERTIFICATION

Instructions: Complete the certification statement, sign and fill in your contract information.  
Return the completed form using information below.

I, \_\_\_\_\_ (print your name) have read this module on  
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reading this training module.

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
OSHA / BLOODBORNE PATHOGENS / STANDARD PRECAUTIONS  
TRAINING MODULE SELF CERTIFICATION

Instructions: Complete the certification statement, sign and fill in your contract information.  
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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
FIRE SAFETY EMERGENCY ACTION PLANS  
TRAINING MODULE SELF CERTIFICATION

Instructions: Complete the certification statement, sign and fill in your contract information.  
Return the completed form using information below.

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
DISASTER PLAN AND EMERGENCY PREPAREDNESS  
TRAINING MODULE SELF CERTIFICATION

Instructions: Complete the certification statement, sign and fill in your contract information.  
Return the completed form using information below.

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
HEALTHCARE SLIP AND FALL PREVENTION  
TRAINING MODULE SELF CERTIFICATION

Instructions: Complete the certification statement, sign and fill in your contract information.  
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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
NORMALIZATION/SOCIAL VALORIZATION  
TRAINING MODULE SELF CERTIFICATION

Instructions: Complete the certification statement, sign and fill in your contract information.  
Return the completed form using information below.

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ALLEGHENY VALLEY SCHOOL / NORTHWESTERN HUMAN SERVICES  
TRANSPORTING PASSENGERS WITH SPECIAL NEEDS  
TRAINING MODULE TEST

Instructions: Answer the following questions, complete the certification statement, sign and fill in your contract information. Return the completed form using information below.

1. Which three areas of the vehicle should you inspect every time before you transport individuals?
2. What are the first three things you do if you breakdown while transporting individuals?
3. You should ride the lift with an individual for safety reasons? True or False
4. Should **both** the wheelchair brakes be set during the loading/unloading process?
5. It is okay to transport individuals using only some of the restraints as long as you are going less than a mile? True or False

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EFFECTIVE COMMUNICATION \ TRAINING MODULE TEST

Instructions: Answer the following questions, complete the certification statement, sign and fill in your contract information. Return the completed form using information below.

1. What are the three basic, simple skills for good communication? A) \_\_\_\_\_ B) \_\_\_\_\_ C) \_\_\_\_\_

2. **True or False** (please circle) In conversations with others, verbal communication (what they say) is more significant than nonverbal communication (how they act).

3. When we LISTEN, how can we show an approachable attitude? List five ways we can do this:

A) \_\_\_\_\_ B) \_\_\_\_\_ C) \_\_\_\_\_

D) \_\_\_\_\_ E) \_\_\_\_\_

4. If we want to be effective communicators, when we are upset, we must recognize the importance of learning to \_\_\_\_\_ our anger.

5. Three things we should AVOID when we are communicating with our children:

A) \_\_\_\_\_ B) \_\_\_\_\_

C) \_\_\_\_\_

6. **True or False** (please circle) Some children and young people do not communicate verbally, so we need to adapt our style of communication to their needs and abilities.

7. In reference to helping to build the self-esteem of a child, medical research shows that there is one basic factor that contributes to the development of good self-esteem. How can you do this?

\_\_\_\_\_

\_\_\_\_\_

8. \_\_\_\_\_ is the term used to refer to your child's ability to produce words that can be understood.

9. One of the most effective practical things you can do to enhance communication development is to:

\_\_\_\_\_

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