

Now Open: Registration for Certified Investigator (CI) Initial Certification Course

ODP Announcement 23-102

AUDIENCE:

Administrative Entities (AEs), Supports Coordination Organizations (SCOs), Supports Coordinators (SCs), Direct Service Providers (DSPs) and Contracted Entities that conduct or will conduct critical incident investigations as required under [Incident Management Bulletin 00- 21-02](#) and under [Chapter 6100.402 Incident Investigation](#).

PURPOSE:

To communicate that registration for the January – April 2024 CI Initial Certification Course classes (also known as cohorts) is now open in MyODP.

DISCUSSION:

The Initial CI Certification Course was created to ensure that all incidents requiring an investigation receive a systematic review that meets established standards. To perform investigations, the CI candidate must successfully complete all requirements of the CI Initial Certification Course. **All January-April 2024 CI Initial Certification cohorts will be provided virtually.**

The Initial Certification process consists of:

- Verification of your general qualifications (completed by your Office of Developmental Programs (ODP)-affiliated employer/sponsor).
- Four (4) scheduled Zoom sessions, each lasting 3.5 hours.
- Online webcasts, quizzes, and other homework assignments
- Online exam
- Downloading your Certificate of Completion, which contains your certification start and end date.

To register for the CI Initial Certification course:

- Log into your [MyODP.org](https://myodp.org) account.
- Go to the [Certified Investigator Initial Certification Course Page](#).
- Use the Registration Page link that can be found on the Initial Certification Course Information page.

If you do not have a MyODP account, use this [MyODP Login Page](#) link and follow the instructions under “Is this your first time here.” Please do not create a new account if you think you may already have one. If you think you have created a MyODP account in the past or need help creating an account, visit the [MyODP Technical Support page](#). The page contains contact information for the MyODP Help Desk.

CONTACT:

For assistance with registration, contact Kiyona Duncan kiyona.duncan@temple.edu.

For questions regarding course content, contact Amanda Black amanda.black@temple.edu.