Disability Specialist Training Modules

- Office Procedures – Computer Roll Out, Keys, Parking, Office Procedures, Tour
- Introduction to DSS – Vision, Mission, Philosophy
- Getting Connected with DSS – How and Why?
- Intro to Job – Training Schedule, Duties, CH 2 and 3 (accommodations and law)
- Laws - ADA; Section 504; and FERPA
- Welcome Meeting Goals and Checklist
- Differences between HS/Community College/4 Year College
- Documentation Review
- The LD Report
- Accommodations – Barriers and Access identified
- Modified Attendance and Fundamental Alteration
- Assistive Technology Overview
- Animals – Service and ESA
- Policies – participation assistant, personal aid, grievance, testing, notetaking.
- Counseling 101 (Communication with faculty, parents, angry or suicidal students)
- Disability Etiquette – ensuring inclusive language and practices
- Referrals – on and off campus
- Social Justice framework
- Clockwork (database) – accommodations, notes, sending templates
- CMS Coding (campus platform)
- Informal Screenings – LD, learning styles, depression, adhd
- Withdrawals
- ETS Exam Verifications