



Michael R. Pence, Governor  
State of Indiana

*Division of Disability and Rehabilitative Services*  
402 W. WASHINGTON STREET, P.O. BOX 7083  
INDIANAPOLIS, IN 46207-7083  
1-800-545-7763

**To:** Division of Disability and Rehabilitative Services Providers  
**From:** Nicole Norvell, Director, Division of Disability and Rehabilitative Services  
**Re:** Train-the-Trainer Core A/B Medication Administration  
**Date:** September 9, 2014

The Division of Disability and Rehabilitative Services (DDRS) Bureau of Developmental Disabilities Services (BDDS) will host a Train-the-Trainer Core A/B Medication Administration training session on October 10, 2014, at the Indiana Government Center South in Indianapolis. The Training Session will be held in Conference Center Room 22 from 9 a.m. – 4 p.m. and is for agency nurses who work for approved BDDS providers. Once the training is completed, agency nurses will be approved to train agency staff.

Attendees must register for the training, as there is a 40 person limit for the session. Register by clicking on the link below and filling out the appropriate information. You will then receive a confirmation email. Additional questions about the training may be directed to Sondra Tarter at [Sondra.Tarter@fssa.in.gov](mailto:Sondra.Tarter@fssa.in.gov).

#### Train-the-Trainer Core A/B Medication Administration Registration and Reminders

- **Friday, October 10, 2014**  
<https://ddrsprovider.fssa.in.gov/Events/Public/Register.aspx?ReturnTo=Calendar&CalendarMonth=10&CalendarYear=2014&CourseID=631>
- Attendee must bring a copy of the “Living in the Community: Medication Administration Manual,” which is available on the [DDRS Announcements](#) webpage. Please duplex when printing as it is a 327 page document.
- Attendee must bring proper identification showing that you are an employee of a provider of developmental disabilities services and identification showing that you are a current licensed LPN or RN. Without the identification, one will not be able to attend the training session.

The Indiana Government Center South is located at 302 W. Washington St. Indianapolis, IN 46204. The Government Center parking garage is located on the south side of Washington St., but parking is subject to availability. To access the garage, please bring a copy of this announcement and your registration conformation email.

