

Older Adult Daily Living Center (OADLC) Online Director Training

REGISTRATION FORM

Complete the fields below for approval to access the **Older Adult Daily Living Center (OADLC) Online Director Training Course** through the Pennsylvania Department of Aging Learning Management System (PDA LMS). Submit your completed form to PDA along with the application packet. Upon receipt, review, and approval, you and your Designee will receive an email that contains login credentials to access the PDA LMS training portal and complete the required *OADLC Online Director Training Course*. **Upon successful completion of the course, submit your certificate of completion to Pennsylvania Department of Aging using one of the following approved methods:**

- Fax: (717) 783-0894
- Mail: Pennsylvania Department of Aging, Bureau of Quality Assurance, Division of Licensing  
555 Walnut Street, Forum Place 5<sup>th</sup> Floor, Harrisburg., PA 17101

ADC Facility Information			
Facility LEGAL Name:			
Facility D/B/A Name: <i>(if applicable)</i>			
Street Address:			
Address Line 2:			
City:		Zip Code:	
PA County Name <i>(primary)</i> :		Telephone Number:	
Facility Email Address:			
Facility Website:			

ADC Director Information			
Director First Name:			
Director Last Name:			
Director Job Title:			
Director Telephone Number:			
Director Email Address: <i>(agency-issued)</i>			
Does Director need to access and complete the online OADLC/Director Training? <i>(place X and provide date if applicable)</i>	Yes	No	If Director already completed the required online OADLC/Director training, please provide date below:

ADC Designee Information			
Designee First Name:			
Designee Last Name:			
Designee Job Title:			
Designee Telephone Number:			
Designee Email Address: <i>(agency-issued)</i>			
Does Designee need to access and complete the online OADLC/Director Training? <i>(place X and provide date if applicable)</i>	Yes	No	If Designee already completed the required online OADLC/Director training, please provide date below: