

MN Adult Protection Recommended Training Plan

The MN Adult Protection Recommended Training Plan introduces new Minnesota adult protection professionals to important adult protection concepts, statutes, and principles. DHS recommends all professionals working in APS complete all sections of the training plan. This recommendation is consistent with DHS's authority under [powers and duties of the commissioner of human services](#) to require participation in training and technical assistance programs to promote compliance with statute, rules and policies for essential human services for [adult protection as an essential human service program](#). By following the training plan, APS professionals support equity and consistency in service response and outcomes that safeguard and promote dignity for adults who are vulnerable, regardless of their location in Minnesota. The recommended training plan contributes to successful onboarding for new APS professionals and helps APS professionals meet the statutorily required education requirement, 8 hours annual training specific to adult protection duties ([626.557 Subd. 9e](#)).

Questions? Please contact DHS Adult Protection at dhs.adultprotection@state.mn.us.

1. MN Adult Protection Foundations Training Courses

Learning Management System (LMS)

MN Adult Protection eLearning courses are accessed through the MN Adult Protection learning management system (LMS), iSpring, which is a software application that manages and delivers training content. The dedicated MN Adult Protection LMS provides on-demand, self-paced eLearning courses for APS professionals across the state.

Complete the following steps to access the MN Adult Protection eLearning courses:

1. Register for iSpring by selecting the [iSpring registration link](#) and filling out the sign-up form
2. Select the "Catalog" tab to view the available courses
3. To enroll in a course, click a course title and select "Add to My Courses"
4. The "My Courses" tab will list all enrolled courses; select a course to begin!

Already registered for iSpring? Select the [iSpring login link](#) to access MN Adult Protection training.

Questions? Please contact DHS Adult Protection at dhs.adultprotection@state.mn.us.

Foundations eLearning Courses

Foundations eLearning courses address core competency training recommendations in the ACL Voluntary Consensus Guidelines for State APS Systems and align with Minnesota state adult protection policy. MN Adult Protection Foundations eLearning courses include:

1. What is Adult Protection in Minnesota?
2. Adult Protection Services Populations Served and Eligibility
3. MAARC Functions and Duties
4. Lead Investigative Agencies (LIA) and Jurisdictions for Maltreatment Response

5. EPS Intake
6. APS Intake
7. MN APS SDM® Intake Assessment Training (for workers or supervisors)
8. Assessment Response
9. APS Assessment
10. MN APS SDM® Strengths and Needs Assessment Training (for workers or supervisors)
11. APS Coordination and Data Sharing
12. Completing Protective Services and Case Closure
13. Engagement Strategies
14. Completing Final Disposition and Appeals

Foundations eLearning courses are prerequisites for the Foundations Live Training

Foundations Live Training

Foundations Live Training is a 3-hour interactive online course facilitated by MN DHS Adult Protection Unit staff. The course reviews case examples and practical scenarios in order to apply foundational statutory definitions and Minnesota state adult protection policy principles covered in the MN Adult Protection Foundations eLearning courses. Completing the Foundations eLearning courses is a prerequisite to taking this course.

Scheduled dates and sign-up information for MN Adult Protection Foundations Live Training courses are posted in the monthly Adult Protection Newsletter. If you need to be added to the Adult Protection Newsletter list, please let us know at dhs.adultprotection@state.mn.us.

2. Mandated Reporter Training

Mandated reporters are professionals, or professional's delegate, who are required under the state's [Vulnerable Adult Act](#) to make an immediate report to the Minnesota Adult Abuse Reporting Center (MAARC) if they suspect a vulnerable adult has been abused, neglected, or financial exploited.

DHS offers [Online Mandated Reporter Training](#), which includes definitions of who is a vulnerable adult, what is maltreatment, and reporting duties of mandated reporters. It is available to any interested person.

Mandated reporters can make MAARC reports via phone (1-844-880-1574) or [web report](#). Mandated reporters may refer to the [MAARC Mandated Reporter Guide](#) for assistance using the web-based reporting system. More information about mandated reporting is available on the [DHS Adult Protection Policies and Procedures webpage](#).

3. MN Social Services Information System (SSIS) Trainings

SSIS Essentials eLearning Courses

SSIS Essentials eLearning is a collection of six courses that provide an introduction to basic navigation and functionality of core SSIS functions. SSIS Essentials eLearning is offered through

TrainLink. Please visit the [SSIS Essentials eLearning website](#) for registration, TrainLink instructions, technical requirements, and more information about each of the courses.

MN SSIS Adult Protection Worker Training

The SSIS Adult Protection Worker course is technical training that provides an overview of data entry in SSIS as related to APS. The training is offered in two half-day virtual classes and is designed for new adult protection workers, SSIS Mentors, and those seeking refreshers. Please visit the [SSIS Adult Protection Worker Training website](#) for available training dates, registration instructions, and more detailed information about the course.

4. Additional Resources

MN Adult Protection LMS

In addition to the MN Adult Protection Foundations eLearning courses, further on-demand, self-paced eLearning courses for MN APS professionals are available on the dedicated MN Adult Protection Learning Management System (LMS). See the “Learning Management System (LMS)” section above for access information.

DHS Adult Protection Policies and Procedure Webpage

The [DHS Adult Protection Policies and Procedure webpage](#) provides links to the most updated MN Adult Protection manuals, relevant Adult Protection statutes, and additional resources for Adult Protection professionals. Additional resources include Administration for Community Living (ACL), ACL Technical Assistance Resource Center (TARC), National Center on Elder Abuse (NCEA), Minnesota Elder Justice Center (MEJC), National Adult Protective Services Association (NAPSA), and more.

DHS Adult Protection Newsletter

The DHS Adult Protection Newsletter is a monthly statewide communication from the DHS Adult Protection Unit that shares information specific to adult protection work in Minnesota, answers common questions, and provides updates and information on training opportunities. Please email DHS Adult Protection at dhs.adultprotection@state.mn.us to request inclusion on the APS mailing list.

Vulnerable Adult Protection Dashboard

The [Vulnerable Adult Protection Dashboard](#) explains what happens after reports are made by the public or mandated reporters to MAARC for an adult who is suspected to be vulnerable and abused, neglected, or exploited. The dashboard data includes number of reports, agency receiving the referral that must respond, types of allegations, demographics for the adult, and response of the agency responsible.

MN Adult Protection Public Awareness Toolkit

[Public Awareness Toolkit](#) includes videos, print materials, social media and website content.