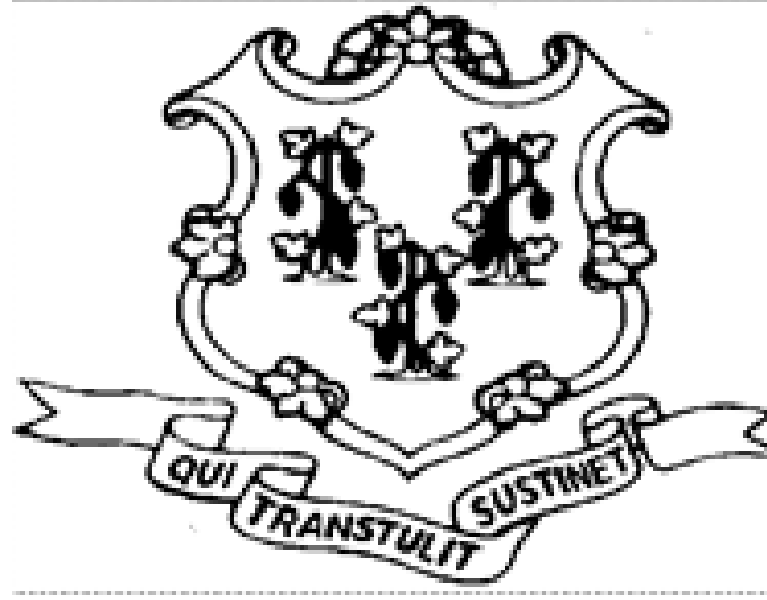


CONNECTICUT DEPARTMENT OF DEVELOPMENTAL SERVICES



COURSE CATALOG

JANUARY - JUNE 2024



DEPARTMENT OF DEVELOPMENTAL SERVICES
MEDICATION ADMINISTRATION CERTIFICATION
AND TRAINING PROGRAM

DDS

DEPARTMENT OF DEVELOPMENTAL SERVICES
MEDICATION ADMINISTRATION TRAINING &
CERTIFICATION PROGRAM
61 WOODLAND STREET
HARTFORD, CT 06105

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DDS MEDICATION ADMINISTRATION DIVISION CONTACTS

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INCLEMENT WEATHER POLICY

In case of inclement weather,
a cancellation notice will be posted through voice mail
by calling

(860) 616-2045 Ext 5.

This message will instruct the caller as to the status
of the med admin schedule for that day.

Cancellation
notices will be posted to voice mail
up to 2 hours prior to the start of
course session or exam.

NOTE REGARDING FRAGRANCES

We request staff NOT wear any fragrances to the classes,
labs, or exams as we work to be a fragrance-free
environment due to the allergies which affect many people.
Please notify your staff of this request.

CLASS CODING INFORMATION

Recert exam request

Responses:

A - Registration has been accepted

F - Registration is full

C - Registration is closed

Course/Exam Results:

CNS - Class no show

ENS - Exam no show

INC - Incomplete - if an employee does not complete the course in full, they must retake the course

FL - Failed lab - if an employee fails the lab, they must reregister for a Stand-Alone lab

Registrations for in person phase classes and for SA exams for option B's will be found on CT Train. Registration for the online course/SA exam and phase 2 or just phase 2 and recertification exams will be through office 365 links and can be found in the email sent with this catalog or on the DDS Website.

For CT train registrations, responses will be sent to the employee after the request has been reviewed and processed. **Submitting a request online does not automatically register an employee for a course or exam.**

For office 365 responses, the response will be sent to the med coordinator. Responses in office 365 would be for all recertification exams and for online class requests.

Cancellation forms must be submitted three business days prior to the event. On CT train to cancel the employee must withdraw from the class or exam. For recertification exam cancellations will be done through office 365.

WHAT GOES WHERE?

DDS.MEDADMIN@CT.GOV

Option B Course Requests

Option C Requests

Exceeded initial test limit approval

Recertification third test request

Option B Attestation Forms

Option B labs and class final rosters

Renewal extension requests

Agency contact update

This inbox can also be reached via fax: 860-622-2738

DDS.MEDADMIN.GENERAL@CT.GOV

Recertification pins (fast track pins)

Log in information for employees with history

Uploaded deficiency notifications for renewal applications

Follow up on seat requests

General inquiries and information about the Medication Administration

Training Program or specifics about employees

PHASE 1 AND PHASE 2 IN PERSON COURSE AND EXAM

OVERVIEW

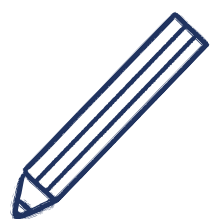
DPH, DCF, and DDS have come together to streamline the medication administration program across all three agencies. There has been 2 Phases developed. Phase 1 will be the same across all agencies. Phase 1 can be taken online or in person. After Phase 1 is complete the employee will then take a 100 question initial exam. After successful completion of the exam **(85% or higher)** the employee will take the Phase 2 class. Phase 2 is always an in person class. All 3 components are tied to 1 registration the listings in this section are for Phase 1 in person classes initial exam and Phase 2 these registrations will be done through CT Train.

- The employees must create an account on CT Train
- The employee must verify their email address on CT Train (Must use personal email address not a work email address.)
- The employee must write their CT Train ID # on their Initial paper application for E-license
- Once their initial paper application is filled out their Med Coordinator will complete the electronic application in E-license
- The employee must have an approved E-license application (valid for one year) before they can register for the courses on CT train

THINGS TO REMEMBER FOR PHASE 1 AND 2 ATTENDEES:



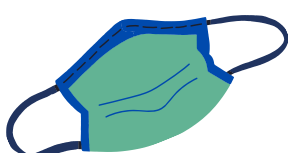
Course students must arrive at least 15 minutes early to each class. Students that arrive late will not be allowed into class. No exceptions will be made.



All students must bring a pen or pencil for check in each day.



A valid photo ID is required for check in. No pictures of an ID will be accepted.



Masks are currently optional in DDS Training Centers.

North Region Phase 1 and 2

N-PH 1-24 01 (Phase 1) ID Number: 1114922

HARTFORD

Phase 1, Session One Date: January 3, 2024

Phase 1, Session Two Date: January 4, 2024

Phase 1, Session Three Date: January 8, 2024

Phase 1, Session Four Date: January 9, 2024 (**Backup date January 12, 2023 utilized only if class canceled by DDS**)

Sessions 1-4 Times: 4:30PM-7:30PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

Exam Date and Time: January 16, 2024, 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 01 (Phase 2)

HARTFORD

Phase 2, Session One Date: January 17, 2024

Phase 2, Session Two Date: January 18, 2024

Sessions 1 and 2 Times: 4:30PM-7:30PM

Phase 2, Session Three Date: January 19, 2024 9:00-4:00pm **Time assigned by instructor (Backup date January 25, 2024 utilized only if class canceled by DDS)**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

N-PH 1-24 02 (Phase 1) ID Number: 1114923

HARTFORD

Phase 1, Session One Date: January 8, 2024

Phase 1, Session Two Date: January 10, 2024 (**Backup date January 11, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Times: 8:30AM-3:30PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

Exam Date and Time: January 12, 2024, 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 02 (Phase 2)

HARTFORD

Phase 2, Session One Date: January 16, 2024

Session Time: 8:30AM-3:30PM

Phase 2, Session Two Date: January 17, 2024 (**Backup date January 18, 2024 utilized only if class canceled by DDS**)

Session Two Time: 8:30AM-3:30PM **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

North Region Phase 1 and 2

N-PH 1-24 03(Phase 1) ID Number: 1114924

WILLIMANTIC

Phase 1, Session One Date: January 8, 2024

Phase 1, Session Two Date: January 10, 2024 (**Backup date January 12, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Times: 9:00AM-4:00PM

Class Location: DDS North, 90 South Park Street, Willimantic, CT Training Room

Exam Date and Time: January 16, 2024, 10:00AM

Exam Location: DDS North, 90 South Park Street, Willimantic, CT Training Room

N-PH 2-24 03 (Phase 2)

WILLIMANTIC

Phase 2, Session One Date: January 29, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: January 31, 2024 (**Backup date February 1, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS North, 90 South Park Street, Willimantic, CT Training Room

N-PH 1-24 04 (Phase 1) ID Number: 1114925

HARTFORD

Phase 1, Session One Date: February 5 , 2024

Phase 1, Session Two Date: February 6 , 2024

Phase 1, Session Three Date: February 7 , 2024

Phase 1, Session Four Date: February 8 , 2024 (**Backup date February 9, 2024 utilized only if class canceled by DDS**)

Sessions 1-4 Times: 4:30PM-7:30PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

Exam Date and Time: February 13, 2024, 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 04 (Phase 2)

HARTFORD

Phase 2, Session One Date: February 15, 2024

Phase 2, Session Two Date: February 20, 2024

Sessions 1 and 2 Times: 4:30PM-7:30PM

Phase 2, Session Three Date: February 21, 2023 9:00-4:00pm **Time assigned by instructor (Backup date February 23, 2024 utilized only if class canceled by DDS)**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

North Region Phase 1 and 2

N-PH 1-24 05 (Phase 1) ID Number: 1114926

HARTFORD

Phase 1, Session One Date: February 5, 2024

Phase 1, Session Two Date: February 7, 2024 (**Backup date February 8, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Times: 9:00AM-4:00PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 127B

Exam Date and Time: February 14, 2024 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 05 (Phase 2)

HARTFORD

Phase 2, Session One Date: February 20, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: February 21, 2024 (**Backup date February 22, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

N-PH 1-24 06 (Phase 1) ID Number: 1114927

HARTFORD

Phase 1, Session One Date: February 6, 2024

Phase 1, Session Two Date: February 7, 2024 (**Backup date February 8, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Times: 8:30AM-3:30PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

Exam Date and Time: February 9, 2024 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 06 (Phase 2)

HARTFORD

Phase 2, Session One Date: February 13, 2024

Session Time: 8:30AM-3:30PM

Phase 2, Session Two Date: February 14, 2024 (**Backup date February 16, 2024 utilized only if class canceled by DDS**)

Session Two Time: 8:30AM-3:30PM **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

North Region Phase 1 and 2

N-PH 1-24 07(Phase 1) ID Number: 1114928

HARTFORD

Phase 1, Session One Date: March 1, 2024

Phase 1, Session Two Date: March 4, 2024

Phase 1, Session Three Date: March 6, 2024

Phase 1, Session Four Date: March 7, 2024 (**Backup date March 8, 2024 utilized only if class canceled by DDS**)

Sessions 1-4 Times: 4:30PM-7:30PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

Exam Date and Time: March 11, 2024 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 07 (Phase 2)

HARTFORD

Phase 2, Session One Date: March 12, 2024

Phase 2, Session Two Date: March 13, 2024

Sessions 1 and 2 Times: 4:30PM-7:30PM

Phase 2, Session Three Date: March 14, 2024 9:00AM-4:00PM **Time assigned by instructor (Backup date March 20, 2024 utilized only if class canceled by DDS)**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

N-PH 1-24 08 (Phase 1) ID Number: 1114929

HARTFORD

Phase 1, Session One Date: March 5, 2024

Phase 1, Session Two Date: March 7, 2024 (**Backup date March 8, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Times: 8:30AM-3:30PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

Exam Date and Time: March 11, 2024, 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 08 (Phase 2)

HARTFORD

Phase 2, Session One Date: March 12, 2024

Session Time: 8:30AM-3:30PM

Phase 2, Session Two Date: March 14, 2024 (**Backup date March 15, 2024 utilized only if class canceled by DDS**)

Session Two Time: 8:30AM-3:30PM **Time assigned by instructor)**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

North Region Phase 1 and 2

N-PH 1-24 09 (Phase 1) ID Number: 1114930

HARTFORD

Phase 1, Session One Date: April 5, 2024

Phase 1, Session Two Date: April 8, 2024

Phase 1, Session Three Date: April 9, 2024

Phase 1, Session Four Date: April 10, 2024 (**Backup date April 11, 2024 utilized only if class canceled by DDS**)

Sessions 1-4 Times: 4:30PM-7:30PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

Exam Date and Time: April 12, 2024, 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 09 (Phase 2)

HARTFORD

Phase 2, Session One Date: April 16, 2024

Phase 2, Session Two Date: April 17, 2024

Sessions 1 and 2 Times: 4:30PM-7:30PM

Phase 2, Session Three Date: April 18, 2024, 9:00AM-4:00PM **Time assigned by instructor (Backup date April 19, 2024 utilized only if class canceled by DDS)**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

N-PH 1-24 10 (Phase 1) ID Number: 1114932

HARTFORD

Phase 1, Session One Date: April 8, 2024

Phase 1, Session Two Date: April 10, 2024 (**Backup date April 11, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Times: 9:00AM-4:00PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 127B

Exam Date and Time: April 16, 2024, 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 10 (Phase 2)

HARTFORD

Phase 2, Session One Date: April 22, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: April 24, 2024 (**Backup date April 25, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Time assigned by instructor)**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 127B

North Region Phase 1 and 2

N-PH 1-24 11 (Phase 1) ID Number: 1114933

HARTFORD

Phase 1, Session One Date: April 9, 2024

Phase 1, Session Two Date: April 11, 2024 (**Backup date April 12, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Times: 8:30AM-3:30PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

Exam Date and Time: April 15, 2024, 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 11 (Phase 2)

HARTFORD

Phase 2, Session One Date: April 16, 2024

Session Time: 8:30AM-3:30PM

Phase 2, Session Two Date: April 17, 2024 (**Backup date April 19, 2024 utilized only if class canceled by DDS**)

Session Two Time: 8:30AM-3:30PM **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

N-PH 1-24 12 (Phase 1) ID Number: 1114934

WILLIMANTIC

Phase 1, Session One Date: April 29, 2024

Phase 1, Session Two Date: May 1, 2024 (**Backup date: May 2, 2024**)

Session 1 and 2 Times: 9:00AM-4:00PM

Class Location: DDS North, 90 South Park Street, Willimantic, CT, Training Room

Exam Date and Time: May 9, 2024, 10:00AM

Exam Location: DDS North, 90 South Park Street, Willimantic, CT, Training Room

N-PH 2-24 12 (Phase 2)

WILLIMANTIC

Phase 2, Session One Date: May 20, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: May 22, 2024 (**Backup date May 23, 2024**)

Session Two Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS North, 90 South Park Street, Willimantic, CT Training Room

North Region Phase 1 and 2

N-PH 1-24 13 (Phase 1) ID Number: 1114935

HARTFORD

Phase 1, Session One Date: May 6, 2024

Phase 1, Session Two Date: May 7, 2024

Phase 1, Session Three Date: May 8, 2024

Phase 1, Session Four Date: May 10, 2024 (**Backup date May 13, 2024 utilized only if class canceled by DDS**)

Sessions 1-4 Times: 4:30PM-7:30PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

Exam Date and Time: May 14, 2024, 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 13 (Phase 2)

HARTFORD

Phase 2, Session One Date: May 16, 2024

Phase 2, Session Two Date: May 17, 2024

Sessions 1 and 2 Times: 4:30PM-7:30PM

Phase 2, Session Three Date: May 20, 2024, 9:00AM-4:00PM **Time assigned by instructor (Backup date May 21, 2024 utilized only if class canceled by DDS)**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

N-PH 1-24 14 (Phase 1) ID Number: 1114954

HARTFORD

Phase 1, Session One Date: May 21, 2024

Phase 1, Session Two Date: May 23, 2024 (**Backup date May 24, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Times: 8:30AM-3:30PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

Exam Date and Time: May 28, 2024, 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 14 (Phase 2)

HARTFORD

Phase 2, Session One Date: May 29, 2024

Session Time: 8:30AM-3:30PM

Phase 2, Session Two Date: May 30, 2024 (**Backup date May 31, 2024 utilized only if class canceled by DDS**)

Session Two Time: 8:30AM-3:30PM **Time assigned by instructor)**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

North Region Phase 1 and 2

N-PH 1-24 15 (Phase 1) ID Number:1114955

HARTFORD

Phase 1, Session One Date: June 3, 2024

Phase 1, Session Two Date: June 4, 2024

Phase 1, Session Three Date: June 5, 2024

Phase 1, Session Four Date: June 6, 2024 (**Backup date June 7, 2024 utilized only if class canceled by DDS**)

Sessions 1-4 Times: 4:30PM-7:30PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

Exam Date and Time: June 11, 2024, 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 15 (Phase 2)

HARTFORD

Phase 2, Session One Date: June 14 , 2024

Phase 2, Session Two Date: June 17, 2024

Sessions 1 and 2 Times: 4:30PM-7:30PM

Phase 2, Session Three Date: June 18, 2024, 9:00AM-4:00PM **Time assigned by instructor (Backup date June 20, 2024 utilized only if class canceled by DDS)**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

N-PH 1-24 16 (Phase 1) ID Number: 1114957

HARTFORD

Phase 1, Session One Date: June 3, 2024

Phase 1, Session Two Date: June 5, 2024 (**Backup date June 6, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Times: 9:00AM-4:00PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

Exam Date and Time: June 7, 2024, 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 16 (Phase 2)

HARTFORD

Phase 2, Session One Date: June 17, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: June 18, 2024 (**Backup date June 20, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Time assigned by instructor)**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

North Region Phase 1 and 2

N-PH 1-24 17 (Phase 1) ID Number: 1114958

HARTFORD

Phase 1, Session One Date: June 4, 2024

Phase 1, Session Two Date: June 6, 2024 (**Backup date June 7, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Times: 8:30AM-3:30PM

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

Exam Date and Time: June 10, 2024, 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer lab

N-PH 2-24 17 (Phase 2)

HARTFORD

Phase 2, Session One Date: June 11, 2024

Session Time: 8:30AM-3:30PM

Phase 2, Session Two Date: June 12, 2024 (**Backup date June 13, 2024 utilized only if class canceled by DDS**)

Session Two Time: 8:30AM-3:30PM **Time assigned by instructor)**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

South Region Phase 1 and 2

S-PH 1-24 18 (Phase 1) ID Number: 1114961

NEW HAVEN

Phase 1, Session One Date: January 9, 2024

Phase 1, Session Two Date: January 11, 2024 (**Backup date January 12, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Time: 9:00AM-4:00PM

Class Location: DDS South, 370 James Street, New Haven, CT, Wooster Room

Exam Date and Time: January 16, 2024, 1:00PM

Exam Location: DDS South, 370 James Street, New Haven, CT, Yale Room

S-PH 2-24 18 (Phase 2)

NEW HAVEN

Phase 2, Session One Date: January 25, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: January 30, 2024 (**Backup date January 31, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS South, 370 James Street, New Haven, CT, Wooster Room

S-PH 1-24 19 (Phase 1) ID Number: 1114962

NORWICH

Phase 1, Session One Date: February 6, 2024

Phase 1, Session Two Date: February 8, 2024 (**Backup date February 9, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Time: 9:00AM-4:00PM

Class Location: DDS South, 401 West Thames Street, Campbell Building Norwich, CT

Exam Date and Time: February 13, 2024 1:00PM

Exam Location: DDS South, 401 West Thames Street, Campbell Building Norwich, CT

S-PH 2-24 19 (Phase 2)

NORWICH

Phase 2, Session One Date: February 26, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: February 27, 2024 (**Backup date February 28, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Times assigned by instructor**

Class Location: DDS South, 401 West Thames Street, Campbell Building Norwich, CT

South Region Phase 1 and 2

S-PH 1-24 20 (Phase 1) ID Number: 1114963

NEW HAVEN

Phase 1, Session One Date: February 13, 2024

Phase 1, Session Two Date: February 16, 2024(**Backup date February 22, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Time: 9:00AM-4:00PM

Class Location: DDS South, 370 James Street, New Haven, CT Yale Room

Exam Date and Time: February 23, 2024, 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

S-PH 2-24 20 (Phase 2)

NEW HAVEN

Phase 2, Session One Date: February 27, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: February 28, 2024 (**Backup date February 29, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS South, 370 James Street, New Haven, Yale Room

S-PH 1-24 21 (Phase 1) ID Number: 1114964

NEW HAVEN

Phase 1, Session One Date: March 1, 2024

Phase 1, Session Two Date: March 7, 2024 (**Backup date March 8, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Time: 9:00AM-4:00PM

Class Location: DDS South 370 James Street, New Haven, Wooster Room

Exam Date and Time: March 11, 2024, 9:30AM

Exam Location: DDS South 370 James Street, New Haven, Training Room

S-PH 2-24 21 (Phase 2)

NEW HAVEN

Phase 2, Session One Date: March 26, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: March 27, 2024 (**Backup date March 28, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS South, 370 James Street, New Haven, Training Room

South Region Phase 1 and 2

S-PH 1-24 22 (Phase 1) ID Number: 1114966

NORWICH

Phase 1, Session One Date: April 1, 2024

Phase 1, Session Two Date: April 4, 2024 (**Backup date April 5, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Time: 9:00AM-4:00PM

Class Location: DDS South, 401 West Thames Street, Campbell Building Norwich, CT

Exam Date and Time: April 11, 2023 1:00PM

Exam Location: DDS South, 401 West Thames Street, Campbell Building Norwich, CT

S-PH 2-24 22 (Phase 2)

NORWICH

Phase 2, Session One Date: April 22, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: April 24, 2024 (**Backup date April 25, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Times assigned by instructor**

Class Location: DDS South, 401 West Thames Street, Campbell Building Norwich, CT

S-PH 1-24 23 (Phase 1) ID Number: 1114967

NEW HAVEN

Phase 1, Session One Date: May 7, 2024

Phase 1, Session Two Date: May 9, 2024 (**Backup date May 10, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Time: 9:00AM-4:00PM

Class Location: DDS South, 370 James Street, New Haven, CT Wooster Room

Exam Date and Time: May 13, 2024, 9:30AM

Exam Location: DDS South, 370 James Street, New Haven, CT Yale Room

S-PH 2-24 23 (Phase 2)

NEW HAVEN

Phase 2, Session One Date: May 28, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: May 30, 2024(**Backup date May 31, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS South, 370 James Street, New Haven, Wooster Room

South Region Phase 1 and 2

S-PH 1-24 24 (Phase 1) ID Number: 1114969

NEW HAVEN

Phase 1, Session One Date: May 14, 2024

Phase 1, Session Two Date: May 15, 2024 (Backup date May 22, 2024 utilized only if class canceled by DDS)

Session 1 and 2 Time: 9:00AM-4:00PM

Class Location: DDS South, 370 James Street, New Haven, CT, Yale Room

Exam Date and Time: May 23, 2024, 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT, Yale Room

S-PH 2-24 24 (Phase 2)

NEW HAVEN

Phase 2, Session One Date: May 29, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: May 30, 2024(Backup date May 31, 2024 utilized only if class canceled by DDS)

Session Two Time: 9:00AM-4:00PM Time assigned by instructor

Class Location: DDS South, 370 James Street, New Haven, Yale Room

West Region Phase 1 and 2

W-PH 1-24 25 (Phase 1) ID Number: 1114971 CHESHIRE

Phase 1, Session One Date: January 2, 2024

Phase 1, Session Two Date: January 4, 2024(**Backup date January 5, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Time: 9:00AM-4:00PM

Class Location: DDS West, 25 Creamery Road, Cheshire, CT Training Room

Exam Date and Time: January 9, 2024, 10:00AM

Exam Location: DDS West, 25 Creamery Road, Cheshire, CT Training Room

W-PH 2-24 25 (Phase 2) CHESHIRE

Phase 2, Session One Date: January 22, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: January 24, 2024 (**Backup date January 26, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS West, 25 Creamery Road, Cheshire, CT

W-PH 1-24 26 (Phase 1) ID Number: 1114972 CHESHIRE

Phase 1, Session One Date: March 4, 2024

Phase 1, Session Two Date: March 6, 2024(**Backup date March 7, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Time: 9:00AM-4:00PM

Class Location: DDS West, 25 Creamery Road, Cheshire, CT Training Room

Exam Date and Time: March 12, 2024, 1:00PM

Exam Location: DDS West, 25 Creamery Road, Cheshire, CT Training Room

W-PH 2-24 26 (Phase 2) CHESHIRE

Phase 2, Session One Date: March 25, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: March 27, 2024 (**Backup date March 28, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS West, 25 Creamery Road, Cheshire, CT

West Region Phase 1 and 2

W-PH 1-24 27 (Phase 1) ID Number: 1114973

SOUTHBURY

Phase 1, Session One Date: April 2, 2024

Phase 1, Session Two Date: April 4, 2024 (**Backup date April 5, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Time: 9:00AM-4:00PM

Class Location: DDS West, 1461 South Britain Road, Southbury, CT, Roselle Training room

Exam Date and Time: April 8, 2024 12:00PM

Exam Location: DDS West, 1461 South Britain Road, Southbury, CT, Roselle Computer lab

W-PH 2-24 27 (Phase 2)

SOUTHBURY

Phase 2, Session One Date: April 23, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: April 25, 2024 (**Backup date April 26, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS West, 1461 South Britain Road, Southbury, CT, Roselle Training room

W-PH 1-24 28 (Phase 1) ID Number: 1114974

CHESHIRE

Phase 1, Session One Date: May 6, 2024

Phase 1, Session Two Date: May 8, 2024 (**Backup date May 10, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Time: 9:00AM-4:00PM

Class Location: DDS West, 25 Creamery Road, Cheshire, CT

Exam Date and Time: May 14, 2024, 10:00AM

Exam Location: DDS West, 25 Creamery Road, Cheshire, CT

W-PH 2-24 28 (Phase 2)

CHESHIRE

Phase 2, Session One Date: May 29, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: May 30, 2024 (**Backup date May 31, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS West, 25 Creamery Road, Cheshire, CT

West Region Phase 1 and 2

W-PH 1-24 29 (Phase 1) ID Number: 1114975

SOUTHBURY

Phase 1, Session One Date: June 4, 2024

Phase 1, Session Two Date: June 6, 2024 (**Backup date June 7, 2024 utilized only if class canceled by DDS**)

Session 1 and 2 Time: 9:00AM-4:00PM

Class Location: DDS West, 1461 South Britain Road, Southbury,CT Roselle Training Room

Exam Date and Time: June 10, 2024, 12:00PM

Exam Location: DDS West, 1461 South Britain Road, Southbury,CT Roselle Training Room

W-PH 2-24 29 (Phase 2)

SOUTHBURY

Phase 2, Session One Date: June 25, 2024

Session Time: 9:00AM-4:00PM

Phase 2, Session Two Date: June 27, 2024 (**Backup date June 28, 2024 utilized only if class canceled by DDS**)

Session Two Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS West, 1461 South Britain Road, Southbury,CT Roselle Training Room

STAND ALONE PHASE 1 EXAM AND/OR PHASE 2 CLASS

OVERVIEW

Stand-alone Phase 1 Initial exam and Phase 2 classes are designed for the online Phase 1 learner or someone that has previously failed the initial exam (84% or lower). If the employee already completed the online course, you simply need to register for the stand alone exam and phase 2 class.

- The employees must create an account on CT Train
- The employee must verify their email address on CT Train (Must use personal email address not a work email address.)
- The employee must write their CT Train ID # on their Initial paper application for E-license
- Once their initial paper application is filled out their Med Coordinator will complete the electronic application in E-license
- The employee must have an approved E-license application (valid for one year) before they can register for the courses on CT train

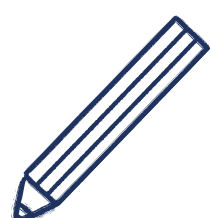
You (Med coordinator) will register for the online course through office 365, once you're approved, the online course code and the class number will be sent for the employee to begin the online course. Your employee will have 21 days to complete the online course.



THINGS TO REMEMBER ATTENDEES:



Exam attendees must arrive at least 15 minutes early. Registered attendees that arrive late will not be allowed into the exam. There will be no exceptions.



All exam participants must bring a pen for check in and a pencil for the exam.



A valid photo ID is required for check in. No pictures of an ID will be accepted.



Masks are currently options in DDS Training Centers.

North Stand Alone Exam and Phase 2

NSA-PH 2-24 01 ID Number: 1114992

HARTFORD

Stand Alone Exam Date: December 27, 2023

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSA-PHC 2-24 01

HARTFORD

Stand Alone Phase 2 Session 1: January 3, 2024

Stand Alone Phase 2 Session 1 Time: 8:30AM-3:30PM

Stand Alone Phase 2 Session 2 Date: January 4, 2024 (**Backup date January 5, 2024 utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 8:30AM-3:30PM **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

NSA-PH 2-24 02 ID Number: 1114994

HARTFORD

Stand Alone Exam Date: January 2, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSA-PHC 2-24 02

HARTFORD

Stand Alone Phase 2 Session 1: January 5, 2024

Stand Alone Phase 2 Session 1 Time: 9:00AM-4:00PM

Stand Alone Phase 2 Session 2 Date: January 10, 2024 (**Backup date January 16, 2024 utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

North Stand Alone Exam and Phase 2

NSA-PH 2-24 03 ID Number: 1114995

HARTFORD

Stand Alone Exam Date: January 16, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSA-PHC 2-24 03

HARTFORD

Stand Alone Phase 2 Session 1: January 22, 2024

Stand Alone Phase 2 Session 1 Time: 9:00am-4:00pm

Stand Alone Phase 2 Session 2 Date: January 23, 2024 (**Backup date January 24, 2024 utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00am-4:00pm **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

NSA-PH 2-24 04 ID Number: 1114996

HARTFORD

Stand Alone Exam Date: January 17, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSA-PHC 2-24 04

HARTFORD

Stand Alone Phase 2 Session 1: January 22, 2024

Stand Alone Phase 2 Session 1 Time: 9:00am-4:00pm

Stand Alone Phase 2 Session 2 Date: January 24, 2024 (**Backup date January 25, 2024 utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00am-4:00pm **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

North Stand Alone Exam and Phase 2

NSA-PH 2-24 05 ID Number: 1114997

HARTFORD

Stand Alone Exam Date: February 20, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSA-PHC 2-24 05

HARTFORD

Stand Alone Phase 2 Session 1: February 27, 2024

Stand Alone Phase 2 Session 1 Time: 8:30AM-3:30PM

Stand Alone Phase 2 Session 2 Date: February 28, 2024 (**Backup date February 29, 2024 utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 8:30AM-3:30PM **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

NSA-PH 2-24 06 ID Number: 1114999

WILLIMANTIC

Stand Alone Exam Date: March 1, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 90 South Park Street, Willimantic, CT, Training Room

NSA-PHC 2-24 06

WILLIMANTIC

Stand Alone Phase 2 Session 1: March 11, 2024

Stand Alone Phase 2 Session 1 Time: 9:00AM-4:00PM

Stand Alone Phase 2 Session 2 Date: March 13, 2024 (**Backup date March 14, 2024 utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS North, 90 South Park Street, Willimantic, CT Training Room

North Stand Alone Exam and Phase 2

NSA-PH 2-24 07 ID Number: 1115000

HARTFORD

Stand Alone Exam Date: March 8, 2023

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSA-PHC 2-24 07

HARTFORD

Stand Alone Phase 2 Session 1: March 15, 2024

Stand Alone Phase 2 Session 1 Time: 9:00am-4:00pm

Stand Alone Phase 2 Session 2 Date: March 18, 2024 (**Backup date March 19, 2024 utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00am-4:00pm **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

NSA-PH 2-24 08 ID Number: 1115001

HARTFORD

Stand Alone Exam Date: March 19, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSA-PHC 2-24 08

HARTFORD

Stand Alone Phase 2 Session 1: March 26, 2024

Stand Alone Phase 2 Session 1 Time: 8:30AM-3:30PM

Stand Alone Phase 2 Session 2 Date: March 27, 2024 (**Backup date March 28, 2024 utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 8:30AM-3:30PM **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

North Stand Alone Exam and Phase 2

NSA-PH 2-24 09 ID Number: 1115003

HARTFORD

Stand Alone Exam Date: April 5, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSA-PHC 2-24 09

HARTFORD

Stand Alone Phase 2 Session 1: April 12, 2024

Stand Alone Phase 2 Session 1 Time: 9:00am-4:00pm

Stand Alone Phase 2 Session 2 Date: April 15, 2024 (**Backup date April 22, 2024 utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00am-4:00pm **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

NSA-PH 2-24 10 ID Number: 1115005

HARTFORD

Stand Alone Exam Date: April 16, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSA-PHC 2-24 10

HARTFORD

Stand Alone Phase 2 Session 1: April 23, 2024

Stand Alone Phase 2 Session 1 Time: 9:00am-4:00pm

Stand Alone Phase 2 Session 2 Date: April 24, 2023 (**Backup date April 25, 2024 utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00am-4:00pm **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

North Stand Alone Exam and Phase 2

NSA-PH 2-24 11 ID Number: 1115006

HARTFORD

Stand Alone Exam Date: April 18, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSA-PHC 2-24 11

HARTFORD

Stand Alone Phase 2 Session 1: April 23, 2024

Stand Alone Phase 2 Session 1 Time: 8:30AM-3:30PM

Stand Alone Phase 2 Session 2 Date: April 24, 2024 (**Backup date April 25, 2024**
utilized only if class canceled by DDS)

Stand Alone Phase 2 Session 2 Time: 8:30AM-3:30PM Time assigned by
instructor

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

NSA-PH 2-24 12 ID Number: 1115008

HARTFORD

Stand Alone Exam Date: April 23, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSA-PHC 2-24 12

HARTFORD

Stand Alone Phase 2 Session 1: April 30, 2024

Stand Alone Phase 2 Session 1 Time: 8:30AM-3:30PM

Stand Alone Phase 2 Session 2 Date: May 1, 2024 (**Backup date May 2, 2024**
utilized only if class canceled by DDS)

Stand Alone Phase 2 Session 2 Time: 8:30AM-3:30PM Time assigned by
instructor

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

North Stand Alone Exam and Phase 2

NSA-PH 2-24 13 ID Number: 1115009

HARTFORD

Stand Alone Exam Date: May 6, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSA-PHC 2-24 13

HARTFORD

Stand Alone Phase 2 Session 1: May 13, 2024

Stand Alone Phase 2 Session 1 Time: 9:00AM-4:00PM

Stand Alone Phase 2 Session 2 Date: May 15, 2024 (**Backup date May 16, 2024 utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 171

NSA-PH 2-24 14 ID Number: 1115010

HARTFORD

Stand Alone Exam Date: May 17, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSA-PHC 2-24 14

HARTFORD

Stand Alone Phase 2 Session 1: May 23, 2024

Stand Alone Phase 2 Session 1 Time: 9:00am-4:00pm

Stand Alone Phase 2 Session 2 Date: May 24, 2024 (**Backup date May 28, 2024 utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00am-4:00pm **Time assigned by instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

North Stand Alone Exam and Phase 2

NSA-PH 2-24 15 ID Number: 1115011

HARTFORD

Stand Alone Exam Date: June 3, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSA-PHC 2-24 15

HARTFORD

Stand Alone Phase 2 Session 1: June 10, 2024

Stand Alone Phase 2 Session 1 Time: 9:00am-4:00pm

Stand Alone Phase 2 Session 2 Date: June 12, 2024 (**Backup date June 13, 2024
utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00am-4:00pm **Time assigned by
instructor**

Class Location: DDS North, 61 Woodland Street, Hartford CT, Room 169

South Stand Alone Exam and Phase 2

SSA-PH 2-24 16 ID Number: 1115038

NEW HAVEN

Stand Alone Exam Date: January 3, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, Yale room

SSA-PHC 2-24 16

NEW HAVEN

Stand Alone Phase 2 Session 1: January 5, 2024

Stand Alone Phase 2 Session 1 Time: 9:00AM-4:00PM

Stand Alone Phase 2 Session 2 Date: January 8, 2024(**Backup date January 9, 2024, utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00AM-4:00PM **Time assigned by instructor**

Class Location: DDS South, 370 James Street, New Haven, CT Yale room

SSA-PH 2-24 17 ID Number: 1115040

NEW HAVEN

Stand Alone Exam Date: January 10, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, Training Room

SSA-PHC 2-24 17

NEW HAVEN

Stand Alone Phase 2 Session 1: January 16, 2024

Stand Alone Phase 2 Session 1 Time: 9:00AM-4:00PM

Stand Alone Phase 2 Session 2 Date: January 18, 2024 (**Backup date January 19, 2024, utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00AM-4:00PM **Time assigned by instructor**

Sessions Location: DDS South, 370 James Street, New Haven, CT

South Stand Alone Exam and Phase 2

SSA-PH 2-24 18 ID Number: 1115041

NEW HAVEN

Stand Alone Exam Date: January 11, 2024

Exam Time: 1:30PM

Exam Location: DDS South, 370 James Street, New Haven, Training Room

SSA-PHC 2-24 18

NEW HAVEN

Stand Alone Phase 2 Session 1: January 19, 2024

Stand Alone Phase 2 Session 1 Time: 9:00AM-4:00PM

Stand Alone Phase 2 Session 2 Date: January 23, 2024 (**Backup date January 24, 2024, utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00AM-4:00PM Time assigned by instructor

Sessions Location: DDS South, 370 James Street, New Haven, CT

SSA-PH 2-24 19 ID Number: 1115043

NEW HAVEN

Stand Alone Exam Date: January 24, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, Training Room

SSA-PHC 2-24 19

NEW HAVEN

Stand Alone Phase 2 Session 1: January 26, 2024

Stand Alone Phase 2 Session 1 Time: 9:00AM-4:00PM

Stand Alone Phase 2 Session 2 Date: January 31, 2024 (**Backup date February 2, 2024, utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00AM-4:00PM Time assigned by instructor

Sessions Location: DDS South, 370 James Street, New Haven, CT

South Stand Alone Exam and Phase 2

SSA-PH 2-24 20 ID Number: 1115044

NORWICH

Stand Alone Exam Date: March 5, 2024

Exam Time: 1:00PM

Exam Location: DDS South, 401 West Thames Street, Campbell Building, Norwich, CT

SSA-PHC 2-24 20

NORWICH

Stand Alone Phase 2 Session 1: March 12, 2024

Stand Alone Phase 2 Session 1 Time: 9:00AM-4:00PM

Stand Alone Phase 2 Session 2 Date: March 14, 2024 (**Backup date March 22, 2024, utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00AM-4:00PM **Time assigned by instructor**

Sessions Location: DDS South, 401 West Thames Street, Campbell Building, Norwich, CT

SSA-PH 2-24 21 ID Number: 1115046

NEW HAVEN

Stand Alone Exam Date: May 8, 2024

Exam Time: 9:00AM

Exam Location: DDS South, 370 James Street, New Haven, Training Room

SSA-PHC 2-24 21

NEW HAVEN

Stand Alone Phase 2 Session 1: May 14, 2024

Stand Alone Phase 2 Session 1 Time: 9:00AM-4:00PM

Stand Alone Phase 2 Session 2 Date: May 16, 2024 (**Backup date May 17, 2024, utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00AM-4:00PM **Time assigned by instructor**

Sessions Location: DDS South, 370 James Street, New Haven, CT

West Stand Alone Exam and Phase 2

WSA-PH 2-24 22 ID Number: 1115048

CESHIRE

Stand Alone Exam Date: January 17, 2023

Exam Time: 1:00PM

Exam Location: 25 Creamery Road, Cheshire, CT

WSA-PHC 2-24 22

CESHIRE

Stand Alone Phase 2 Session 1: January 25, 2024

Stand Alone Phase 2 Session 1 Time: 9:00AM-4:00PM

Stand Alone Phase 2 Session 2 Date: January 30, 2024 (**Back update February 1, 2024, utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00AM-4:00PM (**Times will be assigned by instructor**)

Sessions Location: 25 Creamery Road, Cheshire, CT

WSA-PH 2-23 23 ID Number: 1115050

CESHIRE

Stand Alone Exam Date: February 20, 2024

Exam Time: 10:00AM

Exam Location: 25 Creamery Road, Cheshire, CT

WSA-PHC 2-24 23

CESHIRE

Stand Alone Phase 2 Session 1: February 27, 2024

Stand Alone Phase 2 Session 1 Time: 9:00AM-4:00PM

Stand Alone Phase 2 Session 2 Date: February 29, 2024 (**Backup date March 1, 2024, utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00AM-4:00PM (**Times will be assigned by instructor**)

Sessions Location: 25 Creamery Road, Cheshire, CT

West Stand Alone Exam and Phase 2

WSA-PH 2-24 24 ID Number: 1115051

SOUTHBURY

Stand Alone Exam Date: March 4, 2024

Exam Time: 12:00PM

Exam Location: DDS West 1461 South Britain Rd, Southbury, CT Roselle
Computer Lab

WSA-PHC 2-24 24

SOUTHBURY

Stand Alone Phase 2 Session 1: March 12, 2024

Stand Alone Phase 2 Session 1 Time: 9:00AM-4:00PM

Stand Alone Phase 2 Session 2 Date: March 14, 2024 (**Backup date March 15, 2024, utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00AM-4:00PM (**Times will be assigned by instructor**)

Sessions Location: DDS West 1461 South Britain Rd, Southbury, CT Roselle
Computer Lab

WSA-PH 2-24 25 ID Number: 1115052

CESHIRE

Stand Alone Exam Date: June 10, 2024

Exam Time: 10:00AM

Exam Location: 25 Creamery Road, Cheshire, CT

WSA-PHC 2-24 25

CESHIRE

Stand Alone Phase 2 Session 1: June 18, 2024

Stand Alone Phase 2 Session 1 Time: 9:00AM-4:00PM

Stand Alone Phase 2 Session 2 Date: June 20, 2023 (**Backup date June 21, 2023, utilized only if class canceled by DDS**)

Stand Alone Phase 2 Session 2 Time: 9:00AM-4:00PM (**Times will be assigned by instructor**)

Sessions Location: 25 Creamery Road, Cheshire, CT

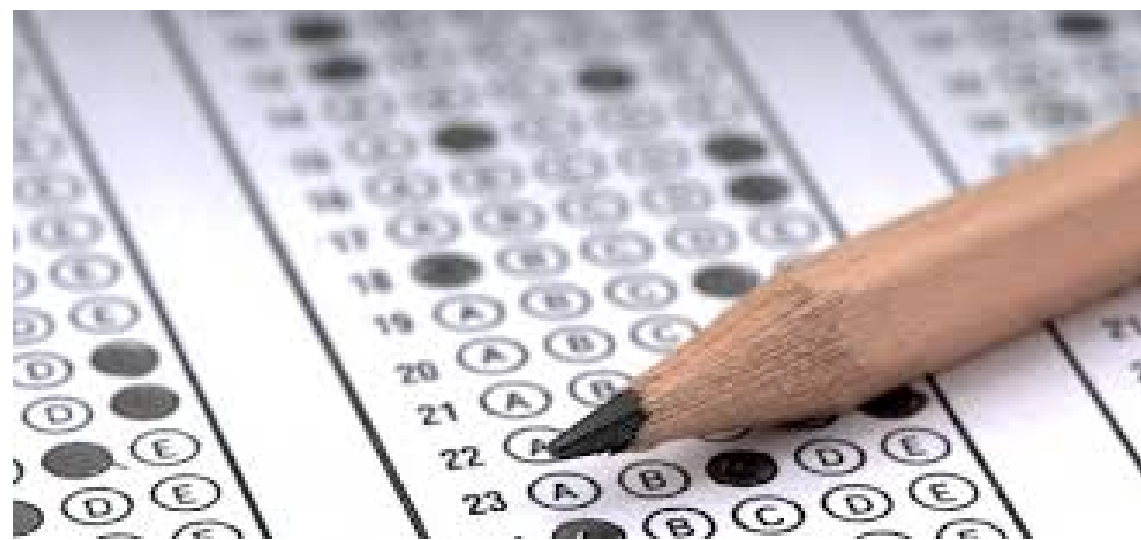
STAND ALONE EXAMS (FOR OPTION B CLASSES)

OVERVIEW

These exams are intended for employees who have completed the option B phase 1 class at their agency.

- The employees must create an account on CT Train
- The employee must verify their email address on CT Train (Must use personal email address not a work email address.)
- The employee must write their CT Train ID # on their Initial paper application for E-license
- Once their initial paper application is filled out their Med Coordinator will complete the electronic application in E-license
- The employee must have an approved E-license application (valid for one year) before they can register for the courses on CT train

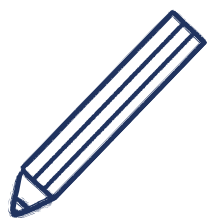
If the employee fails the exam (**84% or lower**) they will need to register for another Option B Stand alone exam. **Employees should select exams that are at least 2 weeks (10 business days) prior to their phase 2 class dates. Results for Hartford and Southbury are sent 1-2 business days after exams for all other locations since they are on paper results are sent in 7-10 business days.**



THINGS TO REMEMBER ATTENDEES:



Exam attendees must arrive at least 15 minutes early. Registered attendees that arrive late will not be allowed into the exam. There will be no exceptions.



All exam participants must bring a pen for check in and a pencil for the exam.



A valid photo ID is required for check in. No pictures of an ID will be accepted.



Masks are currently options in DDS Training Centers.

North Stand Alone Exam

NSAE-24 100 ID Number: 1115054

HARTFORD

Stand Alone Exam Date: January 4, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSAE-24 101 ID Number: 1115056

WILLIMANTIC

Stand Alone Exam Date: January 4, 2024

Exam Time: 10:00AM

Exam Location: DDS North 90 South Park Street, Willimantic,CT

NSAE-24 102 ID Number: 1115058

WILLIMANTIC

Stand Alone Exam Date: January 11, 2024

Exam Time: 10:00AM

Exam Location: DDS North 90 South Park Street, Willimantic,CT

NSAE-24 103 ID Number: 1115059

HARTFORD

Stand Alone Exam Date: January 18, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSAE-24 104 ID Number: 1115060

HARTFORD

Stand Alone Exam Date: January 23, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

North Stand Alone Exam

NSAE-24 105 ID Number: 1115061

HARTFORD

Stand Alone Exam Date: February 1, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSAE-24 106 ID Number: 1115062

WILLIMANTIC

Stand Alone Exam Date: February 13, 2024

Exam Time: 10:00AM

Exam Location: DDS North 90 South Park Street, Willimantic,CT

NSAE-24 107 ID Number: 1115064

WILLIMANTIC

Stand Alone Exam Date: February 20, 2024

Exam Time: 10:00AM

Exam Location: DDS North 90 South Park Street, Willimantic,CT

NSAE-24 108 ID Number: 1115065

HARTFORD

Stand Alone Exam Date: February 21, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSAE-24 109 ID Number: 1115066

HARTFORD

Stand Alone Exam Date: February 28, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

North Stand Alone Exam

NSAE-24 110 ID Number: 1115067

HARTFORD

Stand Alone Exam Date: March 6, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSAE-24 111 ID Number: 1115068

WILLIMANTIC

Stand Alone Exam Date: March 6, 2024

Exam Time: 10:00AM

Exam Location: DDS North 90 South Park Street, Willimantic,CT

NSAE-24 112 ID Number: 1115069

HARTFORD

Stand Alone Exam Date: March 15, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSAE-24 113 ID Number: 1115070

WILLIMANTIC

Stand Alone Exam Date: March 20, 2024

Exam Time: 10:00AM

Exam Location: DDS North 90 South Park Street, Willimantic,CT

NSAE-24 114 ID Number: 1115071

HARTFORD

Stand Alone Exam Date: March 21, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

North Stand Alone Exam

NSAE-24 115 ID Number: 1115072

HARTFORD

Stand Alone Exam Date: April 2, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSAE-24 116 ID Number: 1115074

WILLIMANTIC

Stand Alone Exam Date: April 16, 2024

Exam Time: 10:00AM

Exam Location: DDS North 90 South Park Street, Willimantic,CT

NSAE-24 117 ID Number: 1115076

WILLIMANTIC

Stand Alone Exam Date: April 24, 2024

Exam Time: 10:00AM

Exam Location: DDS North 90 South Park Street, Willimantic,CT

NSAE-24 118 ID Number: 1115077

HARTFORD

Stand Alone Exam Date: April 25, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSAE-24 119 ID Number: 1115078

HARTFORD

Stand Alone Exam Date: April 29, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

North Stand Alone Exam

NSAE-24 120 ID Number: 1115098

HARTFORD

Stand Alone Exam Date: May 1, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSAE-24 121 ID Number: 1115099

WILLIMANTIC

Stand Alone Exam Date: May 15, 2024

Exam Time: 10:00AM

Exam Location: DDS North 90 South Park Street, Willimantic,CT

NSAE-24 122 ID Number: 1115100

HARTFORD

Stand Alone Exam Date: May 16, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSAE-24 123 ID Number: 1115101

HARTFORD

Stand Alone Exam Date: May 29, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSAE-24 124 ID Number: 1115102

WILLIMANTIC

Stand Alone Exam Date: May 29, 2024

Exam Time: 10:00AM

Exam Location: DDS North 90 South Park Street, Willimantic,CT

North Stand Alone Exam

NSAE-24 125 ID Number: 1115104

HARTFORD

Stand Alone Exam Date: June 5, 2024

Exam Time: 1:00PM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSAE-24 126 ID Number: 1115105

WILLIMANTIC

Stand Alone Exam Date: June 12, 2024

Exam Time: 10:00AM

Exam Location: DDS North 90 South Park Street, Willimantic,CT

NSAE-24 127 ID Number: 1115106

HARTFORD

Stand Alone Exam Date: June 14, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSAE-24 128 ID Number: 1115107

HARTFORD

Stand Alone Exam Date: June 25, 2024

Exam Time: 10:00AM

Exam Location: DDS North, 61 Woodland Street, Hartford CT, Computer Lab

NSAE-24 129 ID Number: 1115108

WILLIMANTIC

Stand Alone Exam Date: June 26, 2024

Exam Time: 10:00AM

Exam Location: DDS North 90 South Park Street, Willimantic,CT

South Stand Alone Exam

SSAE-24 130 ID Number: 1115109

NEW HAVEN

Stand Alone Exam Date: January 11, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

SSAE-24 131 ID Number: 1115110

NORWICH

Stand Alone Exam Date: January 11, 2024

Exam Time: 1:00PM

Exam Location: DDS South, 401 West Thames Street, Campbell Building
Norwich, CT

SSAE-24 132 ID Number: 1115111

NEW HAVEN

Stand Alone Exam Date: January 18, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

SSAE-24 133 ID Number: 1115112

NORWICH

Stand Alone Exam Date: January 23, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 401 West Thames Street, Campbell Building
Norwich, CT

SSAE-24 134 ID Number: 1115113

NEW HAVEN

Stand Alone Exam Date: January 25, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

South Stand Alone Exam

SSAE-24 135 ID Number: 1115114

NORWICH

Stand Alone Exam Date: February 5, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 401 West Thames Street, Campbell Building
Norwich, CT

SSAE-24 136 ID Number: 1115115

NEW HAVEN

Stand Alone Exam Date: February 8, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

SSAE-24 137 ID Number: 1115116

NEW HAVEN

Stand Alone Exam Date: February 15, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

SSAE-24 138 ID Number: 1115117

NORWICH

Stand Alone Exam Date: February 21, 2024

Exam Time: 1:00PM

Exam Location: DDS South, 401 West Thames Street, Campbell Building
Norwich, CT

SSAE-24 139 ID Number: 1115118

NEW HAVEN

Stand Alone Exam Date: February 22, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

South Stand Alone Exam

SSAE-24 140 ID Number: 1115119

NEW HAVEN

Stand Alone Exam Date: March 1, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

SSAE-24 141 ID Number: 1115120

NORWICH

Stand Alone Exam Date: March 4, 2024

Exam Time: 1:00PM

Exam Location: DDS South, 401 West Thames Street, Campbell Building
Norwich, CT

SSAE-24 142 ID Number: 1115121

NORWICH

Stand Alone Exam Date: March 19, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 401 West Thames Street, Campbell Building
Norwich, CT

SSAE-24 143 ID Number: 1115122

NEW HAVEN

Stand Alone Exam Date: March 21, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

SSAE-24 144 ID Number: 1115123

NEW HAVEN

Stand Alone Exam Date: March 27, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

South Stand Alone Exam

SSAE-24 145 ID Number: 1115124

NORWICH

Stand Alone Exam Date: April 10, 2024

Exam Time: 1:00PM

Exam Location: DDS South, 401 West Thames Street, Campbell Building
Norwich, CT

SSAE-24 146 ID Number: 1115125

NEW HAVEN

Stand Alone Exam Date: April 11, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

SSAE-24 147 ID Number: 1115126

NEW HAVEN

Stand Alone Exam Date: April 17, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

SSAE-24 148 ID Number: 1115127

NORWICH

Stand Alone Exam Date: April 18, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 401 West Thames Street, Campbell Building
Norwich, CT

SSAE-24 149 ID Number: 1115128

NEW HAVEN

Stand Alone Exam Date: April 23, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

South Stand Alone Exam

SSAE-24 150 ID Number: 1115129

NORWICH

Stand Alone Exam Date: May 7, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 401 West Thames Street, Campbell Building
Norwich, CT

SSAE-24 151 ID Number: 1115130

NEW HAVEN

Stand Alone Exam Date: May 9, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

SSAE-24 152 ID Number: 1115131

NEW HAVEN

Stand Alone Exam Date: May 15, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

SSAE-24 153 ID Number: 1115132

NORWICH

Stand Alone Exam Date: May 17, 2024

Exam Time: 1:00PM

Exam Location: DDS South, 401 West Thames Street, Campbell Building
Norwich, CT

SSAE-24 154 ID Number: 1115135

NEW HAVEN

Stand Alone Exam Date: May 21, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

South Stand Alone Exam

SSAE-24 155 ID Number: 1115133

NEW HAVEN

Stand Alone Exam Date: June 4, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

SSAE-24 156 ID Number: 1115134

NORWICH

Stand Alone Exam Date: June 11, 2024

Exam Time: 1:00PM

Exam Location: DDS South, 401 West Thames Street, Campbell Building
Norwich, CT

SSAE-24 157 ID Number: 1115136

NEW HAVEN

Stand Alone Exam Date: June 12, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

SSAE-24 158 ID Number: 1115137

NEW HAVEN

Stand Alone Exam Date: June 20, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 370 James Street, New Haven, CT

SSAE-24 159 ID Number: 1115138

NORWICH

Stand Alone Exam Date: June 20, 2024

Exam Time: 10:00AM

Exam Location: DDS South, 401 West Thames Street, Campbell Building
Norwich, CT

West Stand Alone Exam

WSAE-24 160 ID Number: 1115148

CESHIRE

Stand Alone Exam Date: January 3, 2024

Exam Time: 10:00AM

Exam Location: 25 Creamery Road, Cheshire, CT, Training Room

WSAE-24 161 ID Number: 1115149

SOUTHBURY

Stand Alone Exam Date: January 5, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 162 ID Number: 1115151

SOUTHBURY

Stand Alone Exam Date: January 8, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 163 ID Number: 1115153

CESHIRE

Stand Alone Exam Date: January 17, 2024

Exam Time: 10:00AM

Exam Location: 25 Creamery Road, Cheshire, CT, Training Room

WSAE-24 164 ID Number: 1115154

SOUTHBURY

Stand Alone Exam Date: January 22, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

West Stand Alone Exam

WSAE-24 165 ID Number: 1115155

SOUTHBURY

Stand Alone Exam Date: January 29, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 166 ID Number: 1115156

SOUTHBURY

Stand Alone Exam Date: February 5, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 167 ID Number: 1115157

CESHIRE

Stand Alone Exam Date: February 14, 2024

Exam Time: 10:00AM

Exam Location: 25 Creamery Road, Cheshire, CT, Training Room

WSAE-24 168 ID Number: 1115158

SOUTHBURY

Stand Alone Exam Date: February 16, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 169 ID Number: 1115159

SOUTHBURY

Stand Alone Exam Date: February 23, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

West Stand Alone Exam

WSAE-24 170 ID Number: 1115160

SOUTHBURY

Stand Alone Exam Date: February 26, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 171 ID Number: 1115162

CESHIRE

Stand Alone Exam Date: February 28, 2024

Exam Time: 10:00AM

Exam Location: 25 Creamery Road, Cheshire, CT, Training Room

WSAE-24 172 ID Number: 1115164

SOUTHBURY

Stand Alone Exam Date: March 4, 2024

Exam Time: 9:30AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 173 ID Number: 1115165

CESHIRE

Stand Alone Exam Date: March 5, 2024

Exam Time: 10:00AM

Exam Location: 25 Creamery Road, Cheshire, CT, Training Room

WSAE-24 174 ID Number: 1115169

SOUTHBURY

Stand Alone Exam Date: March 11, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

West Stand Alone Exam

WSAE-24 175 ID Number: 1115170

SOUTHBURY

Stand Alone Exam Date: March 18, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 176 ID Number: 1115174

CESHIRE

Stand Alone Exam Date: March 19, 2024

Exam Time: 1:00PM

Exam Location: 25 Creamery Road, Cheshire, CT, Training Room

WSAE-24 177 ID Number: 1115175

SOUTHBURY

Stand Alone Exam Date: March 25, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 178 ID Number: 1115176

SOUTHBURY

Stand Alone Exam Date: April 8, 2024

Exam Time: 9:30AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 179 ID Number: 1115177

CESHIRE

Stand Alone Exam Date: April 10, 2024

Exam Time: 10:00AM

Exam Location: 25 Creamery Road, Cheshire, CT, Training Room

West Stand Alone Exam

WSAE-24 180 ID Number: 1115179

SOUTHBURY

Stand Alone Exam Date: April 15, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 181 ID Number: 1115180

SOUTHBURY

Stand Alone Exam Date: April 22, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 182 ID Number: 1115181

CESHIRE

Stand Alone Exam Date: April 24, 2024

Exam Time: 10:00AM

Exam Location: 25 Creamery Road, Cheshire,CT, Training Room

WSAE-24 183 ID Number: 1115182

SOUTHBURY

Stand Alone Exam Date: April 29, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 184 ID Number: 1115205

CESHIRE

Stand Alone Exam Date: May 1, 2024

Exam Time: 10:00AM

Exam Location: 25 Creamery Road, Cheshire, CT, Training Room

West Stand Alone Exam

WSAE-24 185 ID Number: 1115206

SOUTHBURY

Stand Alone Exam Date: May 6, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 186 ID Number: 1115207

SOUTHBURY

Stand Alone Exam Date: May 13, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 187 ID Number: 1115208

SOUTHBURY

Stand Alone Exam Date: May 20, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 188 ID Number: 1115209

CESHIRE

Stand Alone Exam Date: May 22, 2024

Exam Time: 10:00AM

Exam Location: 25 Creamery Road, Cheshire,CT, Training Room

WSAE-24 189 ID Number: 1115210

SOUTHBURY

Stand Alone Exam Date: May 31 , 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

West Stand Alone Exam

WSAE-24 190 ID Number: 1115211

SOUTHBURY

Stand Alone Exam Date: June 3, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 191 ID Number: 1115212

CESHIRE

Stand Alone Exam Date: June 5, 2024

Exam Time: 10:00AM

Exam Location: 25 Creamery Road, Cheshire, CT, Training Room

WSAE-24 192 ID Number: 1115213

SOUTHBURY

Stand Alone Exam Date: June 10, 2024

Exam Time: 9:30AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 193 ID Number: 1115214

SOUTHBURY

Stand Alone Exam Date: June 17, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

WSAE-24 194 ID Number: 1115215

SOUTHBURY

Stand Alone Exam Date: June 24, 2024

Exam Time: 10:00AM

Exam Location: 1461 South Britain Road, Southbury, CT, Roselle Computer lab

West Stand Alone Exam

WSAE-24 195 ID Number: 1115217

CESHIRE

Stand Alone Exam Date: June 26, 2024

Exam Time: 10:00AM

Exam Location: 25 Creamery Road, Cheshire, CT, Training Room

RECERTIFICATION REVIEW CLASS AND EXAM

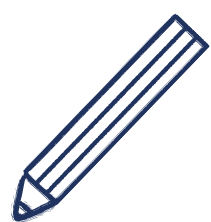
OVERVIEW

The Medication Administration Recertification Review Class and Exam is a two hour refresher course directly followed by the recertification exam. This is intended **only for employees at agencies that do not give the recertification exam at their agency and test with DDS.** It is recommended that all employees attend a review course before taking the recertification exam; however, on page 64, you can find information regarding stand-alone recertification exams if the employee does not wish to attend the two hour review before testing. The recertification review course and exam registration form can be found on the DDS website.

THINGS TO REMEMBER FOR EXAM ATTENDEES:



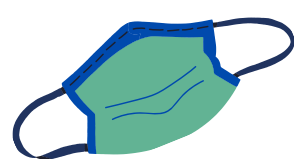
Exam attendees must arrive at least 15 minutes early. Registered attendees that arrive late will not be allowed into the exam.



All exam participants must bring a pen for the exam.



A valid photo ID is required for check in. No pictures of an ID will be accepted.



A mask must be worn properly covering mouth and nose while in all DDS training centers, regardless of vaccination status.

North Region Recertification Review Class and Exam

HT-24 01-CE

Date: January 11, 2024

Time: 10:00AM

Location: DDS North, 61 Woodland Street, Hartford, CT

HT-24 03-CE

Date: January 23, 2024

Time: 9:00AM

Location: DDS North, 61 Woodland Street, Hartford, CT

WI-24 05-CE

Date: February 14, 2024

Time: 10:00AM

Location: DDS North, 90 South Park Road, Willimantic, CT

WI-24 07-CE

Date: March 4, 2024

Time: 10:00AM

Location: DDS North, 90 South Park Road, Willimantic, CT

HT-24 09-CE

Date: March 28, 2023

Time: 10:00AM

Location: DDS North, 61 Woodland Street, Hartford, CT

WI-24 02-CE

Date: January 23, 2024

Time: 10:00AM

Location: DDS North, 90 South Park Road, Willimantic, CT

HT-24 04-CE

Date: February 6, 2024

Time: 10:00AM

Location: DDS North, 61 Woodland Street, Hartford, CT

HT-24 06-CE

Date: February 15, 2024

Time: 9:00AM

Location: DDS North, 61 Woodland Street, Hartford, CT

HT-24 08-CE

Date: March 13, 2024

Time: 9:00AM

Location: DDS North, 61 Woodland Street, Hartford, CT

HT-24 10-CE

Date: April 3, 2024

Time: 10:00AM

Location: DDS North, 61 Woodland Street, Hartford, CT

North Region Recertification Review Class and Exam

HT-24 11-CE

Date: April 18, 2024

Time: 9:00AM

Location: DDS North, 61 Woodland Street, Hartford, CT

WI-24 12-CE

Date: April 23, 2024

Time: 10:00AM

Location: DDS North, 90 South Park Road, Willimantic, CT

WI-24 13-CE

Date: May 6, 2024

Time: 10:00AM

Location: DDS North, 90 South Park Road, Willimantic, CT

HT-24 14-CE

Date: May 9, 2024

Time: 10:00AM

Location: DDS North, 61 Woodland Street, Hartford, CT

HT-24 15-CE

Date: May 22, 2024

Time: 9:00AM

Location: DDS North, 61 Woodland Street, Hartford, CT

HT-24 16-CE

Date: June 5, 2024

Time: 9:00AM

Location: DDS North, 61 Woodland Street, Hartford, CT

HT-24 17-CE

Date: June 12, 2024

Time: 10:00AM

Location: DDS North, 61 Woodland Street, Hartford, CT

WI-24 18-CE

Date: June 24, 2024

Time: 10:00AM

Location: DDS North, 90 South Park Road, Willimantic, CT

South Region Recertification Review Class and Exam

NH-24 19-CE

Date: January 5, 2024

Time: 9:00AM

Location: DDS South, 370 James Street, New Haven, CT

NO-24 20-CE

Date: January 29, 2024

Time: 9:00AM

Location: DDS South, 401 West Thames Street, (Campbell Building), Norwich, CT

NO-24 21-CE

Date: February 15, 2024

Time: 9:00AM

Location: DDS South, 401 West Thames Street, (Campbell Building), Norwich, CT

NH-24 22-CE

Date: February 21, 2024

Time: 9:00AM

Location: DDS South, 370 James Street, New Haven, CT

NH-24 23-CE

Date: March 4, 2024

Time: 9:00AM

Location: DDS South, 370 James Street, New Haven, CT

NO-24 24-CE

Date: March 25, 2024

Time: 9:00AM

Location: DDS South, 401 West Thames Street, (Campbell Building), Norwich, CT

NH-24 25-CE

Date: April 10, 2024

Time: 9:00AM

Location: DDS South, 370 James Street, New Haven, CT

NO-24 26-CE

Date: April 17, 2024

Time: 9:00AM

Location: DDS South, 401 West Thames Street, (Campbell Building), Norwich, CT

NO-24 27-CE

Date: May 6, 2024

Time: 9:00AM

Location: DDS South, 401 West Thames Street, (Campbell Building), Norwich, CT

NH-24 28-CE

Date: May 13, 2024

Time: 9:00AM

Location: DDS South, 370 James Street, New Haven, CT

South Region Recertification Review Class and Exam

NO-24 29-CE

Date: June 4, 2024

Time: 9:00AM

Location: DDS South, 401 West
Thames Street, (Campbell Building),
Norwich, CT

NH-24 30-CE

Date: June 11, 2024

Time: 9:00AM

Location: DDS South, 370 James
Street, New Haven, CT

West Region Recertification Review Class and Exam

CH-24 31-CE

Date: January 16, 2024

Time: 10:00AM

Location: 25 Creamery Road
Cheshire, CT

CH-24 32-CE

Date: February 22, 2024

Time: 10:00AM

Location: 25 Creamery Road
Cheshire, CT

CH-24 33-CE

Date: March 11, 2024

Time: 10:00AM

Location: 25 Creamery Road
Cheshire, CT

CH-24 34-CE

Date: April 3, 2024

Time: 10:00AM

Location: 25 Creamery Road
Cheshire, CT

CH-24 35-CE

Date: May 15, 2024

Time: 10:00AM

Location: 25 Creamery Road
Cheshire, CT

CH-24 36-CE

Date: June 11, 2024

Time: 10:00AM

Location: 25 Creamery Road
Cheshire, CT

RECERTIFICATION STAND ALONE EXAMS

EXAM OVERVIEW

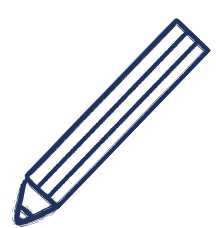
The Medication Administration Recertification Stand Alone Exams are **only for employees at agencies that do not give the recertification exam at their agency and test with DDS.** It is recommended that all employees take a review course before taking the recertification exam, see page 58 for additional details on the recertification review course prior to the exam. If the employee does not wish to attend the two hour review before testing, available stand-alone recertification exams can be found in this section.

The recertification exam registration form can be found on the DDS website.

THINGS TO REMEMBER FOR EXAM ATTENDEES:



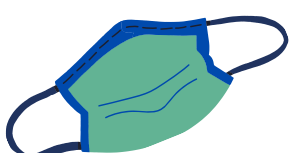
Exam attendees must arrive at least 15 minutes early. Registered attendees that arrive late will not be allowed into the exam.



All exam participants must bring a pencil for the exam.



A valid photo ID is required for check in. No pictures of an ID will be accepted.



A mask must be worn properly covering mouth and nose while in all DDS training centers, regardless of vaccination status.

North Region Recertification Stand Alone Exam

WI-24 100-EO

Date: January 2, 2024

Time: 10:00AM

Location: DDS North, 90 South
Park Rd, Willimantic, CT

HT-24 102-EO

Date: February 1, 2024

Time: 1:00PM

Location: DDS North, 61 Woodland
Street, Hartford, CT

HT-24 104-EO

Date: March 4, 2024

Time: 10:00AM

Location: DDS North, 61 Woodland
Street, Hartford, CT

WI-24 106-EO

Date: April 3, 2024

Time: 10:00AM

Location: DDS North, 90 South
Park Rd, Willimantic, CT

HT-24 108-EO

Date: May 16, 2024

Time: 10:00AM

Location: DDS North, 61 Woodland
Street, Hartford, CT

WI-24 110-EO

Date: June 25, 2023

Time: 10:00AM

Location: DDS North, 90 South
Park Rd, Willimantic, CT

HT-24 101-EO

Date: January 17, 2024

Time: 1:00PM

Location: DDS North, 61 Woodland
Street, Hartford, CT

WI-24 103-EO

Date: February 7, 2024

Time: 10:00AM

Location: DDS North, 90 South
Park Rd, Willimantic, CT

WI-24 105-EO

Date: March 19, 2024

Time: 10:00AM

Location: DDS North, 90 South
Park Rd, Willimantic, CT

HT-24 107-EO

Date: April 29, 2024

Time: 1:00PM

Location: DDS North, 61 Woodland
Street, Hartford, CT

WI-24 109-EO

Date: May 16, 2023

Time: 10:00AM

Location: DDS North, 90 South
Park Rd, Willimantic, CT

HT-24 111-EO

Date: June 28, 2023

Time: 10:00AM

Location: DDS North, 61 Woodland
Street, Hartford, CT

South Region Recertification Stand Alone Exam

NH-24 112-EO

Date: January 11, 2024

Time: 12:30PM

Location: DDS South, 370 James Street, New Haven, CT

NO-24 114-EO

Date: February 5, 2024

Time: 1:00PM

Location: DDS South, 401 West Thames Street, Campbell Building Norwich, CT

NH-24 116-EO

Date: March 1, 2024

Time: 12:30PM

Location: DDS South, 370 James Street, New Haven, CT

NO-24 118-EO

Date: April 18, 2024

Time: 3:00PM

Location: DDS South, 401 West Thames Street, Campbell Building Norwich, CT

NH-24 120-EO

Date: May 9, 2024

Time: 12:30PM

Location: DDS South, 370 James Street, New Haven, CT

NO-24 122-EO

Date: June 7, 2024

Time: 2:00PM

Location: DDS South, 401 West Thames Street, Campbell Building Norwich, CT

NO-24 113-EO

Date: January 23, 2024

Time: 2:00PM

Location: DDS South, 401 West Thames Street, Campbell Building, Norwich, CT

NH-24 115-EO

Date: February 22, 2024

Time: 12:30PM

Location: DDS South, 370 James Street, New Haven, CT

NO-24 117-EO

Date: March 20, 2024

Time: 9:00AM

Location: DDS South, 401 West Thames Street, Campbell Building, Norwich, CT

NH-24 119-EO

Date: April 23, 2024

Time: 12:30PM

Location: DDS South, 370 James Street, New Haven, CT

NO-24 121-EO

Date: May 17, 2024

Time: 10:00AM

Location: DDS South, 401 West Thames Street, Campbell Building Norwich, CT

NH-24 123-EO

Date: June 20, 2023

Time: 12:30PM

Location: DDS South, 370 James Street, New Haven, CT

West Region Recertification Stand Alone Exam

CH-24 124-EO

Date: January 9, 2024

Time: 1:00PM

Location: 25 Creamery Road
Cheshire, CT

CH-24 125-EO

Date: February 20, 2024

Time: 1:00PM

Location: 25 Creamery Road
Cheshire, CT

CH-24 126-EO

Date: March 12, 2024

Time: 10:00AM

Location: 25 Creamery Road
Cheshire, CT

CH-24 127-EO

Date: April 4, 2024

Time: 9:00AM

Location: 25 Creamery Road
Cheshire, CT

CH-24 128-EO

Date: May 14, 2024

Time: 1:00PM

Location: 25 Creamery Road
Cheshire, CT

CH-24 129-EO

Date: June 10, 2024

Time: 1:00PM

Location: 25 Creamery Road
Cheshire, CT

RETRAINING

OVERVIEW

The Retraining Course is intended for employees who have made multiple medication administration errors and have already been retrained on site by their delegating RN, but continue to make medication administration errors. The course will be held over two full days, for a total of 12 retraining hours.

Registration for the retraining should be completed through the online registration link that can be found on the DDS website. In addition to the registration form completed by the agency Med Coordinator, the delegating RN that oversees the employee must provide documentation of the staff's med errors and retraining history. The RN needs to provide this information through the online form. Everything should be submitted at one time.

The employee will not be registered in the class without documentation of all errors and retraining history from the RN.

REMINDER: This is NOT a course for employees who are struggling with the recertification exam. Recertification exam review or retraining must be handled by the delegating RN at the agency. The Retraining courses offered through DDS are for employees who have made multiple medication administration errors and have already been retrained by their delegating nurse and are still struggling with med errors.

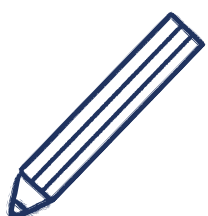
Retraining classes may be cancelled due to low enrollment. Agency Med Coordinators will be notified of cancellations.

The retraining registration form must be submitted no less than two weeks prior to the class for review and consideration.

THINGS TO REMEMBER FOR RETRAINING COURSE ATTENDEES:



Retraining course attendees must arrive at least 15 minutes early. Registered attendees that arrive late will not be allowed into the course.



All participants must bring a pen or pencil.



A valid photo ID is required for check in. No pictures of an ID will be accepted.



A mask must be worn properly covering mouth and nose while in all DDS training centers, regardless of vaccination status.

Retraining Class Dates

RT-24 -100

Dates: January 22 & 23, 2024 (Backup Date: February 1, 2024)

Time: 9:00AM-4:00PM (1 hour lunch)

Location: DDS South, 370 James Street, New Haven, CT

RT-24 -102

Dates: March 18 & 20, 2024 (Backup Date: March 21, 2024)

Time: 9:00AM-4:00PM (1 hour lunch)

Location: 25 Creamery Road, Cheshire, CT

RT-24-103

Dates: May 1 & 3, 2024 (Backup date: May 7, 2024)

Time: 9:00AM-4:00PM (1 hour lunch)

Location: DDS North, 61 Woodland Street, Hartford, CT

The registration form and rationale for the Retraining course can be found on the DDS website.

DDS will no long accept the paper fax registration form and rationale form.

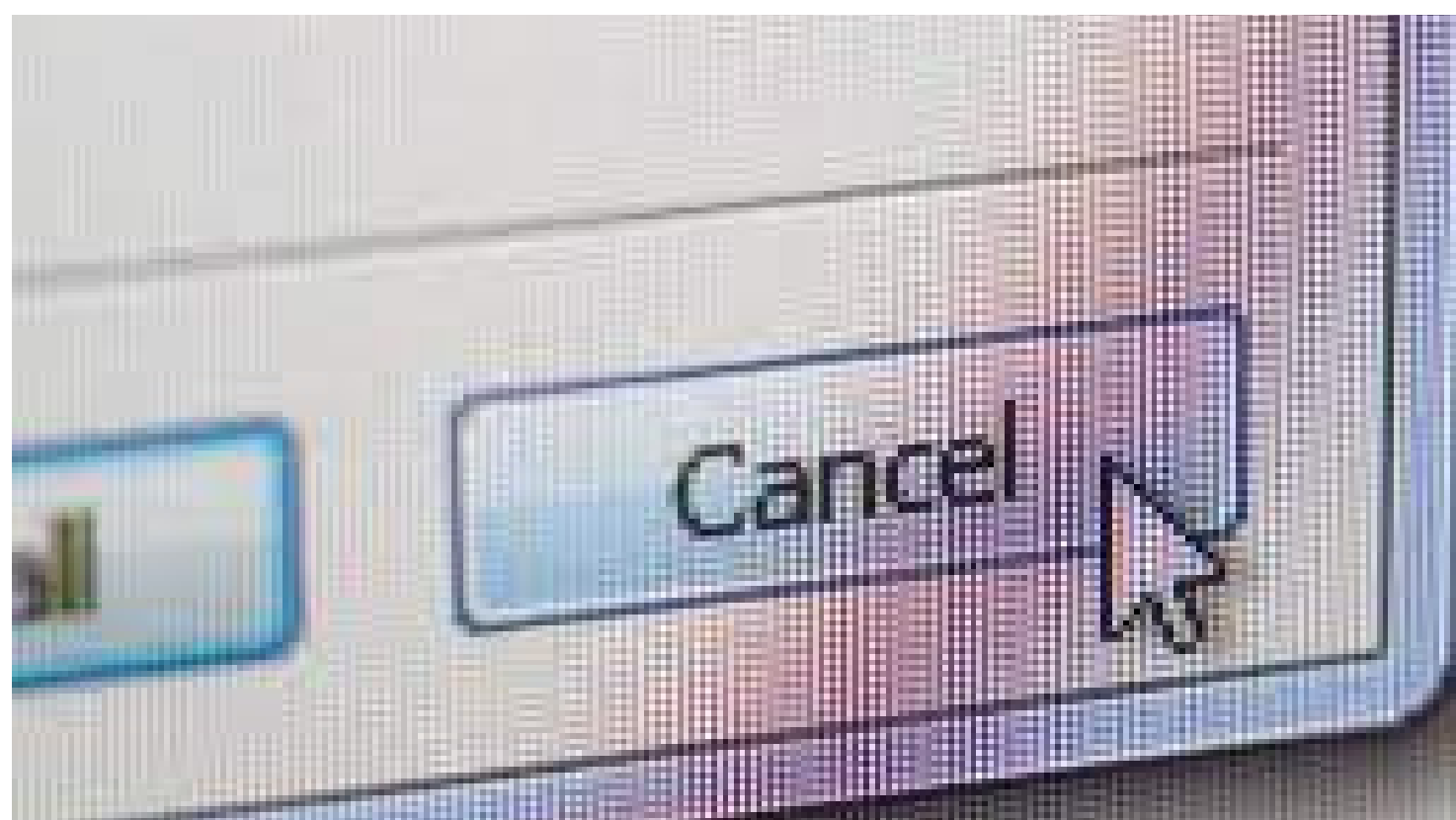
CANCELLATION INFORMATION

OVERVIEW

If an employee would like to withdraw from the in-person course, online course or the option B standalone exam, they would need to go to CT-Train, log in, enter the ID number, and select withdraw. This must be done three business days prior to the event. If this does not occur, they will be counted as a no show.

If you need to submit a cancellation for an added online course exam and phase two dates email the general mailbox.

Recertification exam cancellations will still be done on forms on office 365. The links will be on the DDS website and in the original email we sent with the catalog.



DIRECTIONS



DDS WEST REGION

Cheshire Office
Southbury Training School

DDS NORTH REGION

Hartford Training Office
Willimantic Office

DDS SOUTH REGION

New Haven Office
Norwich Office
Wallingford Office

Directions to All Course/Lab/Exam Locations

DDS West Cheshire Office

25 Creamery Road
Cheshire, CT 06410

To Cheshire from Hartford:

Take Route 84 West to exit #27 (Route 691). Take Route 691 to Exit #3 Cheshire. Take a right off the exit onto Route 10. At the fifth traffic light take a left onto Creamery Road (Paul's Restaurant and car wash will be on your right) Take an immediate right into the drive way of the Cheshire Center. Parking is available in the lower lot to the left of the buildings. Training room is located at the top of the hill.

To Cheshire from New Haven:

Take Route 91 North to Route 15. Take Meriden-Waterbury exit to Route 691 West. **Take 691 W to exit #3. Take a left off the exit onto Route 10. At the fifth traffic light take a left onto Creamery Road (Paul's Restaurant and car wash will be on your right) Take an immediate right into the drive way of the Cheshire Center. Parking is available in the lower lot to the left of the buildings. Training room is located at the top of the hill.

To Cheshire from Middletown:

Take Route 691W to exit #3. Follow from ** above

To Cheshire from Waterbury:

Take Route 84 East to Route 691 East to Exit #3 Cheshire. Take a right off the exit onto Route 10. At the fifth traffic light take a left onto Creamery Road (Paul's Restaurant and car wash will be on your right) Take an immediate right into the drive way of the Cheshire Center. Parking is available in the lower lot to the left of the buildings. The training room is located at the top of the hill.

DDS West Southbury Training School

1461 South Britain Road
Southbury, CT 06488

To Southbury Training School From All Points:

Interstate 84 to Exit 14. At the end of the exit ramp take a right(westbound) or a left(eastbound). Proceed north straight on Route 172, for 2.6 miles.

Enter at Constitution Ave (which is the main driveway), Roselle School is on the right. Training room is room 210. Use parking lot in the rear.

DDS Training Office, Hartford
(The old Capital Community College Building)
61 Woodland Street
Hartford, CT 06105

To DDS Hartford From All Points:

Take Route 84 to Exit 46 - Sisson Avenue. Keep right at the fork in the ramp. At the light at the end of the exit ramp, turn right onto Sisson Avenue and go to Farmington Avenue (second traffic light). Turn right onto Farmington Avenue and go to Woodland Street (first traffic light). Turn left onto Woodland Street and go to Asylum Avenue (first traffic light). Turn left onto Asylum Avenue. The entrance to the parking area is the second driveway on the left. Turn left into the second driveway. Bear right after entering the driveway and park in the lower lot. Parking in the upper lot is by permit only – Security will require all others to move to the lower lot. 1. Security officers are located right inside the door and will assist you when you arrive. 2. You will be required to present a photo ID in order to enter the building.

DDS North, Willimantic Satellite Office

90 South Park Street
Willimantic, CT 06226

To Willimantic From Danielson:

Take Route 395 South. Take Exit 91 to Route 6 West. Follow Route 6 to Route 66 in North Windham. Take Route 66 West to the South Street intersection in Willimantic. Turn left at the "Frog bridge". Go across the bridge and straight through the light. Take 1st right onto South Park Street. The office is located at the intersection of South Street and South Park Street. Entrance is on South Park Street. Parking is on the right side of the building.

To Willimantic From Norwich:

Take Route 395 North to Exit 81 West At the end of the exit ramp take a left onto Route 2. Take Exit 25 towards Willimantic. Merge onto Route 32. Take a left onto South Street at the "Frog" bridge. The office is located at the intersection of South Street and South Park Street. The entrance is on South Park Street. Parking is on the right side of the building.

To Willimantic From Hartford:

Take Route 84 East towards Boston merge onto Route 6 East take Exit 59. Merge onto Route 384 East Route 384 becomes Route 6 East. Take the Route 32 Exit towards Willimantic. Turn right at the end of the exit ramp. Route 32 becomes Route 66/Main St continue on Main Street. Take a right onto Bridge Street, go over the railroad tracks and bear left up the hill. Take a left at the stop sign take a right onto John Street at the stop sign you will be facing the office. Take a right at the stop sign onto South Park Street. Parking is on the right side of the building.

DDS South Wallingford Office

35 Thorpe Ave – 3rd floor
Wallingford, Ct 06492

Traveling South on Interstate 91 (I-91 S)

Take Exit 15.

Turn left at the end of the exit onto CT-68/Barnes Road.

Turn left onto Research Parkway.

Take the first left onto Joseph Carini Drive.

Turn left onto Thorpe Avenue.

35 Thorpe Avenue is on the right.

Traveling North on Interstate 91 (I-91 N)

Take Exit 15.

Turn right at the end of the exit onto CT-68/Barnes Road.

Take the first left onto Research Parkway.

Take the first left onto Joseph Carini Drive.

Turn left onto Thorpe Avenue.

35 Thorpe Avenue is on the right.

DDS South – James St Office

370 James St
New Haven, CT

To New Haven From the North:

Take I-91 South toward NEW HAVEN. Take the WILLOW ST exit- EXIT 6- toward US-5 / Blatchley Ave. 0.2 miles. Turn LEFT onto WILLOW ST. 0.1 miles.

Turn RIGHT onto State St/ US-5 0.1 miles. Turn LEFT onto JAMES ST 0.2 miles. Turn RIGHT after 370 James St. The parking lot and entrance are behind the building.

To New Haven From the South:

Take I-95 North toward Hartford. Take the STATE St/ US-5 exit- EXIT 5- toward FAIR HAVEN. 0.1 miles. Turn RIGHT onto JAMES St. 0.2 miles. Turn RIGHT after 370 James St. The parking lot and entrance are behind the building.

**The entrance to the DDS office is on the third floor.
The training room is the first room on the left after entering the
DDS South Region Office.**

DDS South Region: Norwich Office

**Staff Development Office
401 West Thames Street, Campbell Building
Norwich, CT 06360**

Take interstate 395 to Exit 79A onto Route 2A East. Take Exit 1 for Route 32. Take left off ramp onto Rte. 32 North. Stay on Rt. 32 for 1.7 miles. Go past Norwich Inn and Spa on left. Take left at “STATE OF CONNECTICUT Uncas on Thames” sign (across from car dealership). Follow road up the hill looking for signs for Campbell Building. Bear right at fork. Pass the State Police Eastern District headquarters and DMH. Campbell Building is at top of the hill. Training Room is located on the third floor – Room # 341. Library is on the 4th floor.

PLEASE NOTE: 21 HOUR COURSE IS IN THE CAMPBELL BUILDING ON THE THIRD FLOOR IN ROOM 341 INITIAL EXAMS ARE GIVEN IN THE SAME PLACE.

