P18 Compliance During COVID-19

The Supervisor/Manager Training Program (DOP-P18) requires all state government supervisors and managers in covered agencies to complete a curriculum of courses within proscribed timeframes. To that end, the WV Division of Personnel, Organization and Human Resource Development section has worked hard to add additional virtual P18 courses to our previous catalog of self-paced, online courses to support safe DOP-P18 compliance during the COVID-19 pandemic.

The chart below details the available courses and the distinction between our online and virtual training offerings. Additional information, including course descriptions, scheduling, registration and general P-18 information can be found at: www.personnel.wv.gov/ohrd. We look forward to having you in our face-to-face classes once it is safe to resume, but in the meantime are excited to support your training needs with these online and virtual offerings.

Class	Online (All work is completed online, is self-paced, with 1 month to complete)	Virtual (Work is completed via online module/s, live virtual trainings, and homework assignments. Specific attendance and submission deadlines apply to receive credit)
Component I		
SFS I: Critical Skills for Supervisors		-Class held over 5 weeks -4 live virtual sessions -18 credit hours
The Drug-Free Workplace	**3 credit hours**	
Preventing Harassment: A Shared Responsibility	**3 credit hours**	
Employee Performance Appraisal: The Foundation for Performance Management	**6 credit hours**	
Component II		
Discipline and Documentation		-Class held over 4 weeks -1 live virtual session -6 credit hours
Managing and the Law	**6 credit hours**	
Workplace Safety: Your Responsibility	**6 credit hours**	
Attendance Management	**6 credit hours**	
Component III		
Let Go & Stay Close: Skills and Techniques for Delegation		-Class held over 5 weeks -2 live virtual sessions -6 credit hours
Leading Change in Turbulent Times		*Coming Soon TBD*
Navigating Difficult Conversations		-Class held over 2 weeks -2 live virtual sessions -6 credit hours