



Training Modules:

Check Complete	#	Video Topic	Time	Date Complete	Comments
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I have completed the A&D database training modules.

Name		Date
Signature		
Supervisor's Signature		

A&D Business Operations Guide Form 540—Version 10.2025

APS WellSky Training—The required training for APS staff members will be determined by the division.

Ombudsman WellSky Training—The training required for Ombudsman staff members and/or volunteers will be determined by the State Ombudsman. OAAPS replaced the Ombudsman Reporting Tool (ORT). The State Long-Term Care Ombudsman or their designee will use OAAPS to submit the state annual National Ombudsman Reporting System (NORS) report.

Aging Network Division Training— The required training for will be determined by the Aging Network Division Director and is designed for New Mexico Aging and Long-Term Services Department staff, Area Agencies on Aging, other designed Agencies, and Providers throughout New Mexico.

OAAPS is the Older Americans Act Performance System used for submitting required federal annual reports to the Administration for Community Living (ACL). The WellSky A&D database captures the essential data required for OAAPS reporting. — The staff who requires OAAPS training will be determined by the Aging Network Division Director.

