National HIDTA Assistance Center

WebPMP v.2 Software & PMP Process Guidelines

DATE	**Tuesday-Wednesday, June 25-26, 2024** **8:30 am-4:30 pm**
LOCATION	**IMPACT/CVC HIDTA** **10151 Croydon Wy.** **Ste. 1** **Sacramento, CA 95827**
COURSE GOAL	Prepare HIDTA participants using WebPMP v.2 to record, review, report, and extract data via reports and tables; explain and discuss the guidelines of the performance management process (PMP). ***Training content has been updated to meet the most recent Program Policy and PMP User Guide.***
COURSE CONTENT	The WebPMP v.2 program collects and reports HIDTA performance data at the initiative level. Knowing the data rules and process guidelines is critical to accurately recording the data required by the HIDTA program. This course teaches the program's features and tools, including the latest software updates, and includes the data rules and process guidelines required by HIDTA policy. Hands-on instruction includes the following objectives: – Select data that defines the local HIDTA such as identifying counties, drugs that are a threat in the region, initiative names, and more. – Record the initiative's actual outcomes such as the number of DTOs disrupted/dismantled, quantity of seizures, number of cases provided analytical support, hours of training provided, and more. – Print reports and export data stored in the database. – Study key terms used in PMP, so data is recorded accurately and consistently across HIDTAs.
PREREQUISITES	Working knowledge of the HIDTA program and drug law enforcement operations and support services. Basic computer skills: participant's individual account for secured access to the WBSSL or HIDTA.net and WebPMP v.2. General knowledge of the performance management process (PMP); identify planned role using the program (administrator or single-initiative user); type of initiative to which the user is assigned: enforcement, intelligence, management, or support.
WHO SHOULD ATTEND	All levels of staff currently or planning to gather, record, submit, or review PMP-related data.
REGISTRATION	**Registration Instructions:** 1. Open your web browser to https://www.nhac.org/hidtatrainingcalendar/events/8 2. Find **WebPMP v.2 Software & PMP Process Guidelines, June 25-26, 2024. Select Register**. 3. Fill in the **HIDTA Training Registration** and select **Complete Registration** **Once your application has been reviewed and approved you will receive an email with other pertinent info.** Questions? Contact Gladys at 305-715-7757 or via email gmsosa@nhac.org