



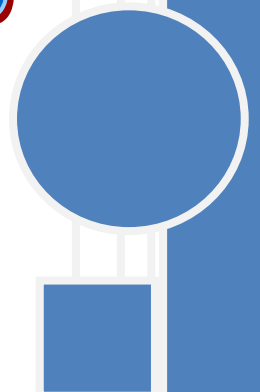
November 13, 2009

Agency for Persons with Disabilities

AREA 7 TRAINING CALENDAR



JULY THROUGH DECEMBER 2009



IMPORTANT INFORMATION

- The on-site classroom training courses offered in this calendar are free of charge but have limited space availability.
- Participants in the classroom training will receive a certificate after completing the training courses satisfactory. These certificates are proof of attendance and should be kept on file by the participants.
- As a part of the State Building Security, you will have to present a photo ID before entering the building to attend the training classes located at 400 W. Robinson St. Orlando, FL. Please bring a photo ID.
- Participants should plan to be on time for each training course. Anyone entering the class after 15 minutes after training will be tardy and may not be guaranteed a seat or a certificate of completion of the course.
- Due to limited space in training classes, participants are required to cancel if they are unable to attend a registered training. APD reserves the right to deny the registration of anyone who has a consistent pattern of not showing up for training classes and not providing notification of cancellation to the local office. To cancel, call (407) 245-0440 extension 605 or e-mail carolina_dominguez@apd.state.fl.us.
- There is a possibility of cancellation of classes when there are less than 10 people registered for the scheduled training. Please call to confirm the status of the training at least 2 days prior to the scheduled dates.
- Conference rooms and site locations are subject to change. When a conference room not listed on the calendar and has an asterisk, we will notify you of the location.
- When a particular training is marked **CLOSED**, this indicates that the class is unavailable for registration due to space availability. If it is marked “**CANCELLED**,” the training most likely will be re-scheduled. Participants will receive notification of the new date.
- **PARKING**: Public parking is available on the **first floor** of the attached parking garage. Parking is also available underneath the I-4 or other designated areas around the building. Please beware that there may be a fee for parking in areas outside of the garage and you maybe be towed if you park in unauthorized areas.
- APD does offer some training classes at the Space Coast Credit Union in Brevard County. Please contact the Area 7 Agency for Persons with Disabilities office if you have any questions about any training scheduled at the Space Coast Credit Union. Parking is available at the Space coast Credit Union in the parking lot located at the back of the building. The address of this location is listed below:
Space Coast Credit Union
20 S. Wickam Road, second Floor
West Melbourne, FL 32902

***** Area 7 ~ Registration Form *****

Please complete this Registration Form for the training(s) that you and/or your staff are requesting to attend. Please keep a copy of this Registration Form for your record.

This office will only contact you when the registration is denied due to space availability, cancellation or change in the training.

Please Mail, Email or Fax Your Completed Form To: (No Cover Sheet Needed)

Agency for Persons with Disabilities
To The Attention of: Carolina Dominguez
400 West Robinson Street, S-430
Orlando, FL 32801
Fax: (407) 245-0578
Email: Carolina_dominguez@apd.state.fl.us

PLEASE REGISTER BELOW FOR THE TRAINING CLASSES IDENTIFIED IN THIS CALENDAR

To register additional people, please attach another page to this registration form.

Agency's Name:	
Telephone Number:	
Email Address:	
Names of Attendants:	

<u>Identify class or classes:</u>	<u>Dates:</u>	<u>Times:</u>
1.		
2.		
3.		
4.		

MANDATORY CERTIFICATION COURSES

The courses listed below are required for all direct care professionals so therefore if you would like to become a provider or work with people with Developmental Disabilities it is required that you take the courses below.

- **Introduction to Developmental Disabilities**
- **Health and Safety**
- **Zero Tolerance**

There are three ways to meet APD's course requirements for the courses noted above:

1. Complete a classroom session at any APD area office **or**
2. Complete a web-based course through Tallahassee Community College (TCC) via the Internet at a cost of \$ 20.00 charge for each class.
3. Some providers have received a certification to provide these trainings to employees.

If you have, any questions related to classroom training opportunities in Area 7 Calendar

*Please call Carol Solomon at
(407) 245-0440 ext 632*

WEB-BASED COURSES

If someone cannot attend a classroom course, and wants to take the course sooner or prefers to take the course in their home or at work, the on-line option may be the better option. In order to do that, go onto APD's website (apd.myflorida.com), click on the Provider link (upper left side of the screen), scroll down to the **Training** section and click on APD's Training Opportunities. On this web page, you will click on Required Training and read about these trainings. Click on the link to APD's Training Site at TCC.

*Please call Tallahassee Community College's Help Desk at
866-605-7274*

If you have, any questions related to their web-based courses.



This **CHECK MARK** by the training title in this calendar is to identify trainings that are **MANDATORY** for enrolled HCBS providers. It is important to note that some of the mandatory classes are not required to taken prior to submitting an application to become a new provider with APD.

TRAINING SCHEDULE

1. ABC OF BEHAVIOR ANALYSIS

Date: ~~August 25, 2009~~ **CLOSED**

Time: 10:00am- 12:00

Location: 400 W. Robinson St. Conference Room A&B

Trainer: Cydney Yerushalmi, Psychologist, Area Behavior Analyst

OBJECTIVE:

Participants will learn the ABC of behavior analysis for individuals with developmental disabilities. This training would benefit the following audience: providers, parents, and other stakeholders.

✓ 2. AREA 7 NEW PROVIDER” ORIENTATION-UPDATE

REGISTRATION FOR THIS CLASS IS CLOSED- FULL CLASS

Mark your Calendar! The next open registration period for the Area 7 Provider Orientation is scheduled for November 13, 2009 until all 75 seats are taken. You may register for this orientation by going to APD website only during this open registration period: <http://apd.myflorida.com/area/7/> . The registration will remain open until all seats are taken. There will be no Registrations accepted by hand delivery U.S Mail, Faxes or E-mails for this class. APD will provide a confirmation to each registered individual.

Class #1 Date: January 13, &14 , 2010

Time: 8:30 AM - 5:00 PM

Location: 400 W Robinson St. , South Tower Hurston Building, Conference Room C&D

Trainer(s): Training Team

OBJCETIVE:

This training is required for all new providers prior to the submission of the application. This training will cover an overview of developmental disabilities waiver services, the role of the support coordinator, core assurances, & the application process. It is required that all new providers attend both days of this orientation. Providers will obtain information to assist them in successfully supporting people with developmental disabilities.

✓ 3. BACKGROUND SCREENING

This training is mandatory for new provider owners/directors of agencies and/or other designated staff.

Class #1 Date: October 22, 2009

Time: 10:00 AM - 12:30 PM

Location: **Space Coast Credit Union, 20 S. Wickam Road, 2nd Floor, West Melbourne, FL 32902**

Class#2 Date: November 17, 2009

Time: 10:00 AM - 12:30 PM

Location: 400 W Robinson St. , South Tower Hurston Building, Conference Room C & D

Trainer (s): Jeffrey Coleman,

OBJECTIVE:

Background screening is an important component in providing services to people with developmental disabilities. Due to this, efforts have been placed on assuring providers compliance and understanding of this requirement. This training is recommended for all agencies and group home providers, in order to improve their knowledge and skills in this area. Other items covered will include interpretation of charges against individuals, how those may affect their employment with an APD certified agency and the exemption process.

4. BEHAVIORS SERVICES TRAINING, WHAT THEY ARE & HOW TO ACCESS THEM

Class #1 Date: August 20, 2009 **CLOSED**

Time: 10:00 AM - 12:00 PM

Location: **Space Coast Credit Union, 20 S. Wickam Road, 2nd Floor, West Melbourne, FL 32902**

Class #2 Date: September 15, 2009 **CLOSED**

Time: 10:00 AM – 12:00 PM

Location: 400 W Robinson St., South Tower Hurston Building, Conference Room 706

Class #3 Date: December 10, 2009

Time: 10:00 AM - 12:00 PM

Location: 400 W Robinson St., South Tower Hurston Building, Conference Room 706

Class #4 Date: December 15, 2009 (BREVARD COUNTY)

Time: 10:00 AM – 12:00 PM

Location: **Space Coast Credit Union, 20 S. Wickam Road, 2nd Floor, West Melbourne, FL 32902**

Trainer: Cydney Yerushalmi, Psychologist, Area Behavior Analyst & Lucy Zhang

OBJECTIVE:

Support Coordinators as well as other providers would benefit from this training. This training will provide information on criteria for initiation and implementation of behavior programming. There will be discussions on what types of behavior programs are available and how to assess the effectiveness of the strategies.

5. BUILDING & MAINTAINING A HEALTHY GI TRACT

Date: December 9, 2009

Time: 9:00 AM - 12:00 PM

Location: 400 W Robinson St. South Tower Hurston Building, 706

Trainer: Mary M. Martin, MCM Nurses

OBJECTIVE:

Training is designated for all providers who are interested in gaining an increased knowledge of Gastro-esophageal Reflux Disease. An explanation of Cause, Treatment, Diet, and Life Style Changes will be discussed. Physiology of bowel function, diagnostic tests, dietary change, and medications will be discussed.

6. THE CHANGING FACE OF BENEFITS (NON- SUPPORTED EMPLOYMENT COACH APPLICANTS REGISTER HERE)

Class #1 Date: ~~August 26 & 27, 2009~~ CLOSED

Time: 9:00 AM - 5:00 PM

Location: 400 W. Robinson St, Orlando, FL Conference Room C&D

Class #2 Dated: October 14 & 15, 2009

Time: 9:00 AM - 5:00 PM

Location: *Space Coast Credit Union, 20 S. Wickam Road, 2nd Floor, West Melbourne, FL 32902*

Class # 3 December 9 & 10, 2009 CLOSED

Time: 9:00 AM - 5:00 PM

Location: 400 W. Robinson St., Orlando, FL Conference Room C&D

Trainer: Arthur Brandt and Judy Dunning

OBJECTIVE:

This course will assist participants in understanding the myriad of rules governing SSI/SSDI, Medicaid, Medicare, and related work incentives for people with disabilities. It will Provide valuable employment information to individuals with DD, family members providers and other stakeholders. People who are interested in enrolling as a Supported Employment Coaches should not register for these sessions, as they are included in the Supported Employment Pre-service training, which is under Supported Employment course offered in this calendar.

✓ 7. CORE ASSURANCES

This class is mandatory for Owners and Directors of Agencies. Agencies are required to training staff on the Core Assurances. Time frame for obtaining training is within 90 days after enrollment or hired.

Class # 1 Date: August 5, 2009 CLOSED

Time: 10:00 AM - 12:30 PM

Location: 400 W Robinson St. South Tower Hurston Building, Conference Room C & D

Class # 2 Date: September 17, 2009 {CLOSED FOR REGISTRATION}

Time: 10:00 AM - 12:30PM

Location: *Space Coast Credit Union, 20 S. Wickam Road, 2nd Floor, West Melbourne, FL 32902*

Class #3 Date: December 16, 2009 {CLOSED FOR REGISTRATION}

Time: 10:00 AM - 12:30 PM

Location: 400 W Robinson St. South Tower Hurston Building, Conference Room B&C

Trainer(s): Jeffrey Coleman

OBJECTIVE:

This course will explain the basic elements of ethics and conduct that each provider must have in order to remain in good standing with the Agency for Persons with Disabilities. Requirements for billing compliance, incident reporting, training and the function of the provider review process conducted by Delmarva are included in the training. The Core Assurances provides a guideline for providers when developing organizational policy and procedures.

✓ 8. CORE COMPETENCIES INTRODUCTION TO DEVELOPMENTAL DISABILITIES / HEALTH & SAFETY

This training is mandatory for all Direct Care professionals, and is a one-time course requirement.

Class #1 Date: July 21, 2009 CLOSED

Time: 8:30 AM – 5:00 PM

Location: 400 W Robinson St., South Tower Hurston Building, Conference Room A&B

Class #2 Date: August 31, 2009 CLOSED

Time: 8:30 AM - 5:00 PM

Location: 400 W Robinson St., South Tower Hurston Building, Conference Room C&D

Class #3 Date: September 30, 2009 {CLOSED FOR REGISTRATION}

Time: 8:30 AM - 5:00 PM

Location: 400 W Robinson St. ,South Tower Hurston Building, Conference Room C&D

Trainer(s): Carol Solomon and Mary M. Martin

OBJECTIVE:

This is Mandatory Core Competencies training for all enrolled HCBS provider Direct Care professionals. The purpose of Introduction to the Developmental Disabilities course is to acquaint you with the Philosophy, Terminology, and Concepts that will assist providers to support people with developmental disabilities successfully. The Health & Safety Course is to equip you with the knowledge and skills to provide maximum Health and Safety Standards to People with Developmental Disabilities.

9. COMPLYING WITH THE TRAINING REQUIREMENTS

Class # 1 Date: August 6, 2009 CLOSED

Time: 1:00 PM - 3:30 PM

Location: 400 W Robinson St. South Tower, Hurston Building, Conference Room 706

Class #2 October 29, 2009

Time: 1:00 PM - 3:30 PM

Location: 400 W Robinson St. South Tower, Hurston Building, Conference Room 706

Trainer: Carol Solomon

OBJECTIVE:

This training provides Agencies and Solo Providers information on the training responsibilities outlined in the Home and Community Based Waiver Handbook. A complete outline of all of the training requirements will be included in the discussion. Participants will receive resource information to assist in the completion of the training obligations.

✓ 10. DEVELOPING PERSON-CENTERED IMPLEMENTATION PLANS

This training is mandatory for Rehabilitation Services, ADT, In-Home Supports, and Companion Services providers.

Class #1 Date: August 18, 2009 CLOSED

Time: 9:00 AM - 12:00 PM

Location: 400 W Robinson St. South Tower Hurston Building, Conference Room 706

Class #2 Date: November 5, 2009 {CLOSED FOR REGISTRATION}

Time: 9:00 AM - 12:00 PM

Location: 400 W Robinson St. South Tower Hurston Building, Conf. Room C&D

Trainer(s): Michele Levy

OBJECTIVE:

This training is required for all providers who are required to provide training to consumers, who need to understand and reinforce training for their consumers, or who want to learn how to write an implementation plan. Training in Personal Outcome Measures is a prerequisite. This training will focus on choosing goals, skills assessments, task analysis, tracking progress, data collection, daily case notes, and annual reports.

11. DIABETES

Date: November 5, 2009

Time: 10:00 AM – 12:00 PM

Location: 400 W Robinson St. , South Tower Hurston Building, Conference Room 706

Trainer(s): Medical Case Management Nurses

OBJECTIVE:

The training focuses on Type I and Type II diabetes. The training will inform individuals about the Disease, Process, Diagnosis, Treatment, Diet and Life Style changes.

✓ 12. DOCUMENTATION REQUIREMENTS

Mandatory for enrolled HCBS waiver provider owners, directors and /or any designated staff.

Class #1 Date: ~~July 17, 2009~~ CLOSED

Time: 9:00 AM – 12:00 PM

Location: 400 W. Robinson St. Orlando, FL 32802 Conference Room A&B

Class #2 Date: ~~August 6, 2009~~ CLOSED

Time: 9:00 AM - 12:00 PM

Location: 400 W. Robinson St. Orlando, FL 32802 Conference Room 706

Class #3 Date: ~~September 16, 2009~~ CLOSED

Time: 1:00 PM- 4:00 PM

Location: 400 W. Robinson St. Orlando, FL 32802 , Conference Room 706

Class # 4 Date: October 29, 2009

Time: 9:00 AM- 12:00 PM

Location: Location: 400 W. Robinson St. Orlando, FL 32802 Conference Room 706

Class #5 Date: November 19, 2009

Time: 1:30 PM - 4:30 PM

Location: 400 W. Robinson St. Orlando, FL 32802 , Conference Room A&B

Class # 6 Date: December 8, 2009

Time: 9:00 AM- 12:00 PM

Robinson St., South Tower Hurston Building, Conference Room B&C

Trainer(s): Michele Levy and Charles Russell

OBJECTIVE:

This training will focus on the Six W's of Documentation. We will give providers a practical method to provide an accurate account of the services, supports, and assistance that you provide for your consumers. We will show you the best practice to decrease the time spent, while increasing the quality of your documentation. This training will prepare you for a successful Delmarva monitoring.

✓ **13. FACILITATING CHOICE FOR CONSUMERS**

This is a mandatory course for owner, directors and other designated staff

Class #1 Date: August 20, 2009 CLOSED

Time: 9:00 AM - 12:00 PM

Location: 400 W Robinson St. , South Tower Hurston Building, Conference Room A&B

Class #2 Date: November 2, 2009 {CLOSED FOR REGISTRATION}

Time: 9:00 AM - 12:00 PM

Location: 400 W Robinson St. , South Tower Hurston Building, Conference Room C&D

Trainer(s): Michele Levy

OBJECTIVE: APD recommends this class for all providers such as Med-Waiver Support Coordinators, Supported Living Coaches, Residential Habilitation, Supported Employment, ADT Providers, etc. This training is for providers that plan with consumers on outcomes and goals. We will discuss the realities and risks of choice and the difficulty involved in supporting people in making choices who lack that experience.

✓ **14. FLORIDA ADMINISTRATIVE CODE 65G-8 REACTIVE STRATEGIES**

This is mandatory training for all enrolled waiver services professionals, who provide training and support for individuals in their home and/or in the community.

Class #1 Date: July 16, 2009 CLOSED

Time: 10:00 AM - 12:00 PM

Location: 400 W Robinson St. South Tower, Conference Room 706

Class #2 Date: October 20, 2009{CLOSED FOR REGISTRATION}

Time: 10:00 AM - 12:00 PM

Location: Space Coast Credit Union, 20 S. Wickam Road, 2nd Floor, West Melbourne, 32904

Trainer(s): Lucy Zhang and Dr. Cydney Yerushalmi

OBJECTIVE: Florida Statute, Chapter 65G-8 on the use of Reactive Strategies was promulgated in August 2008. The Reactive Strategies include, but are not limited to manual restraints, chemical restraints, mechanical restraints, isolation, seclusion, time-out, and manual guidance in certain situations. The training will review and discuss specific information on terminology and definition of reactive strategies as well as responsibilities of providers. Agencies should register staff, responsible for training, documentation, reporting, and review of the strategies for your agency; also, other staff will also find this course informative.

15. GUARDIANSHIP - PROTECTING RIGHTS USING OTHER OPTIONS

Date: December 11, 2009

Time: 9:00 AM - 12:00 PM

Location: 400 W Robinson St. ,South Hurston Building, Conference Room 1006

Trainer(s): Merari Perez

OBJECTIVE:

Persons with developmental disabilities may need help in some areas of their lives, but not all. Each individual with a developmental disability has different levels of abilities when it comes to making decisions or protecting themselves from abuse, neglect, and exploitation. Therefore, the needs and abilities of any one with developmental disabilities should be carefully evaluated before a decision to remove rights is made. These decisions are not always easy; this training can provide general information to explore the right options and/or plan.

16. GUIDE TO ADMINISTRATIVE HEARINGS, CHAPTER 120, FLORIDA STATUTE

Date: October 9, 2009

Time: 10:00 AM – 12:00 PM

Location: 400 W Robinson St. South Tower Hurston Building, 1006

Trainer(s): Merari Perez.

OBJECTIVE:

This training will provide information to individuals with developmental disabilities and / or legal guardians who have active cases with the agency for persons with disabilities. The purpose of this training is to provide general information on how to request an Administrative Hearing and its process under Florida Statutes Chapter 120 and Code of Federal Regulations Chapter 42. This process is required when individuals believe that they have been adversely affected by a decision made by the APD office.

✓ 17. HIV/AIDS UNIVERSAL PRECAUTION & INFECTIOUS DISEASES

This course is available through other certified providers such Red Cross or the Vocational Technical Schools locations. This course is a one-time course requirement for direct care professionals.

Class #1 Date: July 23, 2009 CLOSED

Time: 9:00 AM – 1:00 PM

Location: 400 W Robinson St., South Tower Conference Room C&D

Class #2 Date: September 17, 2009 CLOSED

Time: 9:00 AM-1:00PM

Location: 400 W Robinson St., South Tower Conference Room C &D

Class #4 Date: November 19, 2009

Time: 9:00 AM – 1:00 PM

Location: 400 W. Robinson St. South Tower, Conference Room C&D

Trainer(s): Mary M. Martin

OBJECTIVE:

Provide information on HIV / AID, Hepatitis and infectious control.

✓ **18. MANDATORY ZERO TOLERANCE, ABUSE NEGLECT & APD INCIDENT, REPORTING**

This course is mandatory for all direct care professionals & required prior to working with people with developmental disabilities. To be obtained every 3 years.

Class #1 Date: July 29, 2009 CLOSED

Time: 9:00 AM - 4:00 PM

Location: 400 W Robinson St. , South Tower Hurston Building, Conf. Room C&D

Class #2 Date: August 21, 2009 (Brevard) CLOSED

Time: 9:00 AM - 4:00 PM

Location: Space Coast Credit Union, 20 South Wickam Road, 2nd Floor
West Melbourne, FL 32902

Class #3 Date: September 28, 2009 {CLOSED FOR REGISTRATION}

Time: 9:00 AM - 4:00 PM

Location: 400 W Robinson St. , South Tower Hurston Building, Conf. Room C&D

Class #4 Date: October 28, 2009

Time: 9:00 AM - 4:00 PM

Location: 400 W Robinson St., South Tower Hurston Building, Conference Room C&D

Trainer(s): Mary M. Martin and Carol Solomon

Class #5 Date: November 9, 2009

Time: 9:00 AM - 4:00 PM

Location: 400 W Robinson St. ,South Tower Hurston Building, Conference Room C&D

OBJECTIVE:

This mandatory training is to provide information on recognizing and reporting sexual abuse. It will also provide information on other types of abuse, neglect, & exploitation as specified in Chapter 39 & 419 F.S. Providers will have knowledge of the abuse reporting requirements as well as APD's Incident Reporting system.

✓ **19. NEW GROUP HOME OPERATOR ORIENTATION**

Area 7 APD Office is not accepting registrations for this orientation for new applicants interested in becoming group home operators. Providers should contact Jennifer Himes at 407245-0440 ext. 660 to request to be registered on a list to be invited this orientation.

Part #1&2 Date: October 6, & November 3, 2009 CLOSED

Time: 9:30 AM - 12:30 PM

Location: 400 W Robinson St. , South Tower Hurston Building, Conference Room C & D

Trainer(s): Jeffrey Coleman

OBJECTIVE:

This training is a mandatory two-day review of the Administrative Rules and the processes of operating a group home for people with developmentally disabilities in Area 7. The course will cover the status of group home licensing, regulations affecting group homes, developing a business plan, and providing clarification to 2 potential applicants concerning required qualifications. Applications are distributed during the second module (Day). In order to start to process an application, individuals are required to attend both days of the training. Attendance at this course does not guarantee that a home will be licensed.

Due to the nature of this training, please plan to be on time, for each session and attend the entire time shown for the course on both days.

✓ **20. Overview of Medicaid Waiver Handbook**

This course is mandatory for all HCBS New providers, owners, directors and other designated staff.

Class #1 Date: October 27,2009

{CLOSED FOR REGISTRATION}

Time: 9:30 AM - 12:30 PM

Location: 400 W. Robinson St. South Tower, Conf Room C&D

Class #2 Date: November 19, 2009

Time : 9:30 A.M. -12:30 PM

Location: Space Coast Credit Union,20 South Wickam Road, 2nd Floor
West Melbourne, FL 32902

Trainer(s): Jeffrey Coleman

OBJECTIVE:

This class will provide valuable information to all Home and Community Based Waiver Providers. This class will provide an understanding of how to utilize the handbook to implement services. The HCBS handbook is a guide all provider should be familiar with to assure compliance in the overall service delivery.

✓ **21. OVERVIEW OF THE MEDICATION ADMINISTRATION**
RULE 65G-7

This course is mandatory for all HCBS provider, owners, directors and or designated staff

Class #1 Date: ~~July 15, 2009~~ CLOSED

Time: 9:00 AM - 12:00 PM

Location: 400 W Robinson St. South Tower, Conference Room A & B

Class #2 Date: ~~August 12, 2009~~ CLOSED

Time: 9:00 AM - 12:00 PM

Location: 400 W Robinson St. South Tower, Conference Room C&D

Class #4 Date: November 18, 2009 {CLOSED FOR REGISTRATION}

Time: 9:00 AM - 12:00 PM

Location: 400 W Robinson St., South Tower Hurston Building, Conference Room A & B

Trainer(s): Mary Martin and the Medical Case Management Team

OBJECTIVE:

This workshop will discuss the Medication Administration Rule 65G-7. Participates will be provided with a better understanding of Florida Administrative Rule and how it differs from Policy Directive 01-01. Discussions will include Time-lines of implementation, certified training, validation requirements, and mandatory form requirements. Providers may also access & review the new rule and forms prior to attending this training by going to the APD website:

<http://apd.myflorida.com/medication/forms>

✓ **22. OVERVIEW OF PERSONAL OUTCOME MEASURES**

This course is recommended for all providers but they may choose to obtain training in other person centered approach curriculums as directed in the HCBS handbook

Class #1 Date: ~~July 28, 2009~~ CLOSED

Class # 2 Date: ~~September 18, 2009~~ (Conference Room 1006) CLOSED

Class # 3 Date: December 3, 2009

Time: 9:00 AM – 1:00

Location: 400 W Robinson St., South Tower Hurston Building, Conference Room C&D

Trainer(s): Michele Levy & Carol Solomon

OBJECTIVE:

This training will provide an introduction to the personal outcome measures to all service providers working with individuals with developmental disabilities. It will give you overall knowledge about the concepts of personal outcomes to use in planning services and supports for individuals with disabilities. The afternoon training will

stress person centered planning using outcomes. Program directors; group home managers, supported living, supported employment coaches, other interested service providers and stakeholders should attend this training.

✓ **23. PERSONAL OUTCOME MEASURES TRAINING**

*****This class is mandatory waiver support coordinators. Other types of service providers are welcome to register for this training but they must have active cases to participate in mandatory interviews. ******

Class #1 Dates: October 5, 12, 13, 19, 20, 2009 {CLOSED FOR REGISTRATION}

Time: 9:00 AM - 4:00 PM

Location: 400 W Robinson St. South Tower, Hurston Building, Conference Room 1006

Trainer(s): Michele Levy

OBJECTIVE:

This training is mandatory for all active support coordinators but is open to other types of providers. This class will include two team interviews and the interviews will take place one week apart. Participants should bring one consumer file with them after securing their release of confidential information. This training will include planning with personal outcomes and identifying outcomes for children and youth. The participants will actually write a person centered support plan for a consumer. This training covers the 24 hours of in-service training requirement for one year. You must attend all five days – limited to twelve (12) people only.

24. PSYCHOTROPIC MEDICATIONS / POLYPHARMACY

Class #1 Date: August 25, 2009 CLOSED

Time: 1:00 PM - 4:00 PM

Location: 400 W Robinson St. South Tower Hurston Building, Conf. Room A& B

Trainer(s): MCM Nurses

OBJECTIVE:

This training will discuss the effect and interactions of Psychotropic Medications Polypharmacy indications of Tardive Dyskinesia, Medical Management, and Documentation. This class will emphasize the importance of provider and client advocacy to sure proper Psychotropic Medication.

✓ 25. RIGHTS AND RESPONSIBILITIES

Education on Rights is required by all direct care professionals. Direct care professional may obtain Rights Education training from other sources.

Class # 1 Date: August 18, 2009 CLOSED

Time: 1:00 PM - 4:00 PM

Location: 400 W Robinson St. South Tower Hurston Building, Conference Room 706

Class #2 Date December 8, 2009 {CLOSED FOR REGISTRATION}

{NEW DATE: December 1, 2009}

Time: 9:00AM-12PM

Location: 400 W Robinson St. South Tower Hurston Building, Conference Room C & D

Trainer(s): Carol Solomon

OBJECTIVE:

This training will review the history of people with developmental disabilities and will re-affirm the Human Rights of People. It will cover the importance of Rights Education as well as emphasizing the responsibilities that accompany exercising rights. This training will bring awareness to the need for advocacy to protect the Rights of all People. This training is appropriate for people with developmental disabilities, family members, and providers.

26. SEIZURE DISORDER TRAINING

Date: October 15, 2009 {CLOSED FOR REGISTRATION}

Time: 10:00 AM - 12:00 PM

Location: 400 W. Robinson St. South Tower Hurston Building, Conference Room 706

Trainer: Mary Martin & Medical Case Management Team

OBJECTIVE:

This training will cover basic information on Epilepsy Seizures. This training will provide a better understanding of the different types of seizures and some of the affects. There will be discussions about the different medical interventions that are critical in controlling seizure to help people live productively and have the best quality of life.

***** PLEASE REVIEW THE IMPORTANT INFORMATION
BELOW ON THE REGISTRATION FOR SUPPORTED LIVING
AND SUPPORTED EMPLOYMENT COACHING*****

- Qualification verification is required before employment as a Supported Living and Supported Employment Coach:

Applicants must have a bachelor degree from an accredited College or University with a major in business, nursing, education, or a social, behavioral, or rehabilitative science. In lieu of a bachelor's degree, a person may have an associate's degree from an accredited College or University with a major in business, nursing, education or a social, behavioral, or rehabilitative science and two years of experience.

Experience in one of the previously mentioned fields shall substitute on a year for year basis for the required college education.

People interested in becoming a Supported Living Coach shall completed the 18 hours of Pre-service before submission of the HCBS application. Supported Employment Coaches are required to complete 24 hours of pre-service training.

27. SUPPORTED LIVING PRE-SERVICE TRAINING

**** This is a mandatory three days training certification ****

Class #1 Dates: July 22, 23, 24, 2009 CLOSED

Time: 9:00 AM - 4:00 PM

Location: 400 W Robinson St. South Tower Hurston Building, Conference Room 1006

Class #2 Dates: October 21, 22, 23, 2009 {CLOSED FOR REGISTRATION}

Time: 9:00 AM - 4:00 PM

Location: 400 W Robinson St., South Tower Hurston Building, Conference Room 1006

Trainer(s): Sharon Jennings

OBJECTIVE: This training meets the requirement of **18** hours of pre-service training for all supported living coaching providers. Although designed for all new supported living coaches, more experienced coaches, support coordinators, and supervisors of supported living programs will benefit and may register for this course. Discussion topics includes: history of supported living, eligibility, supporting choice, individual supported living plans (IPP's), task analysis, assessments, safety and health strategies, behavioral interventions and quality of life. This class is not a train the trainer certification course. This training is limited to 25 people.

This class is not a train the trainer certification course.

28. Four Day 24 hours of Supported Employment and The Changing Face of Benefits Training Sessions

The Agency for Persons with Disabilities is funding Supported Employment and “The Changing Face of Benefits.” These training sessions are no charge to people with developmental disabilities, their families, support coordinators and others living in APD Area 7. The two day 12 hour pre-certification on supported employment training is provided by *certified trainers* Arthur Brandt and Judy Dunning. The curriculum will cover a wide range of topics including the values and philosophy of supported employment, what you should expect from providers of supported employment services, support coordinators and others, your rights and responsibilities in building the career of your choice, job development, marketing, and much more.

In the 12 hours of “Change of Benefits” Mr. Barndt and Ms. Dunning will assist participants in understanding the myriad of rules governing SSI/SSDI, Medicaid, Medicare and related work incentives for people with disabilities. The training is to assist people with disabilities, their families, support coordinators and others have a better understanding of; benefits management related to earnings from a job; and supported employment services. Completion of both Supported Employment

Training and “The Changing Face of Benefits” are one set of requirements for new job coaches wishing to work in the supported employment field for APD; Area 7 that includes Orange, Osceola, Seminole, and Brevard Counties.

Dates and Locations:

Session 1: ~~August 12,13, 26,27~~ **CLOSED**

(Includes Supported Employment Pre-service & Change of Benefit Planning. Must register for all classes to be certified as a Supported Employment Coach)

Time: 9:00 AM - 5:00 PM

Location: 400 W. Robinson St, Orlando Florida, Conference Room 706

August 12 & 13, Conference Room C & D on August 26 & 27

Session 2: ~~December 2,3,9&10~~ **CLOSED**

(Includes Supported Employment Pre-service & Change of Benefit Planning. Must register for all classes to be certified as a Supported Employment Coach)

Time : 9:00AM- 5:00PM

Location : 400 W. Robinson St, Orlando Florida, Conference Room 1006 on

December 2 & 3 and C & D Dec. 9 & 10

AVAILABLE TRAINING OPPORTUNITIES THROUGH DELMARVA OF FLORIDA

Delmarva offers training and education that you can take from your home computer. A variety of topics are being designed for individuals with developmental disabilities and their supports and to work in concert with efforts established by the Agency for Health Care Administration and the Agency for Persons with Disabilities. Course modules now available on www.dfmc-florida.org are:

- Desk Review
- Empowering Families
- Introduction to Implementation Planning
- Medication Review
- Preventive Health Care
- Protecting Individual Rights
- Recognizing & Reporting Abuse
- Results Focus Reviews/Overview of CORE & WiSCC
- Ethical Issues in Providing Supports
- Medication Highway
- Quality

Note: *Delmarva does not issue certificates for on line training courses. Users may print out their test scores as proof of completion of the training.*

**The Delmarva Florida Statewide Quality Assurance Program is funded through the Agency for Health Care Administration in operation with the Agency for Persons with Disabilities.*



OTHER IMPORTANT MEETING DATES

Provider Quarterly Meeting

Date: ~~July 31, 2009~~

Date: October 30, 2009

Time 10AM-12:00 PM

Location: 400 W. Robinson St. South Tower, Conference Room A,B,C,D

Group Home Operators Meeting

Date: September 18, 2009 **{Cancelled}**

{Rescheduled Date: October 2, 2009}

Date : November 6, 2009

Time : 9:30AM- 12:00PM

Location: 400 West Robinson Street, South Tower, Conference Room A & B

Waiver Support Coordinators Quarterly Meeting

Date: ~~September 8, 2009~~

Date: December 15, 2009

Time: 10:00 AM - 1:30 PM

Location: 400 West Robinson Street, South Tower, Conference Room B & C

If you have any questions, call Paula Bowser at (407) 245-0440 Extension (614)

Local Review Committee ~ **(For Behavioral Analyst's ONLY)**

- **3rd Wednesday Of Each Month (Orlando)**

Time: 9:00 AM - 12:30 PM

Location: 400 West Robinson Street, South Tower, Conference Room D

- **4th Wednesday Of Each Month (Brevard)**

Time: 9:00 AM - 12:30 PM

Location: **Behavior Services of Brevard, Inc., 550 Saint John Street, Cocoa, FL 32922**

If you have any questions concerning LRC, call Dawn Gray at (407) 245-0440 Extension (603)

Supported Employment Quarterly Meeting for Supported Employment Coaches (Orange, Osceola, Seminole County)

Date: ~~September 14, 2009~~

Time: 10:00-11:30AM

Location: 400. W. Robinson St. Hurston South Tower Conference Room
Orlando, Florida 32801

✚ Supported Employment Quarterly Meeting for Supported Employment Coaches (Brevard)

Date: ~~September 15, 2009~~

Time: 10:00- 11:30 AM

Location: **Space Coast Credit Union, 20 S. Wickam Road, 2ND Floor, West Melbourne, FL 32904**

✚ Supported Living Mandatory Quarterly Meeting for Supported Living Coaches *Seminole, Osceola & Orange County*****

Date: ~~August 19, 2009~~

Date: November 18, 2009

Time: 10:00 AM - 12:00 PM

Location: 400 West Robinson Street, South Tower Conference Room: B, Orlando, Florida 32801

Supported Living Fair ~ 1st Wednesday Of Each Month ~ Orlando

Date: ~~July 1, 2009~~

Time: 2:00 PM - 4:00 PM

Location: **Primrose Center
2733 South Fern creek Road
Orlando, FL 32806**

✚ Supported Living Mandatory Quarterly Conference Call for Supported Living Coaches *Brevard*****

Coaches will have a telephone conference call with Sharon Jennings, which will be held at the Brevard Achievement Center.

Date: ~~August 6, 2009~~

Date: November 5, 2009

Time: 10:00 AM-11AM

Location: Brevard Achievement Center Conference Room,
1845 Cogswell Street
Rockledge, FL 32955