

TRAINING NEWSLETTER

The RCEB Community Training & Education Committee (CTEC) is a committee of Regional Center staff who meet the identified training needs of service providers.

CTEC will be contacting trainers on various topics in the Bay Area and announce trainings via this Newsletter on a semi annual basis. We are pleased to announce the following classes for **July 2008 thru December 2008**. **All classes are open to service providers**. It is strongly recommended that new staff attend the trainings. **A maximum of 5 staff from each agency may be enrolled in each training, unless space available.**

Thursday, July 10, 2008, 9:30 a.m. to 1:30 p.m., RCEB Oakland, 3rd Flr.

"WRITING OBJECTIVES" (Trainer: Lisa Keliher, Psy. D)

The presenter will review the purpose of objective training, aspects of person centered objective writing and invite discussion of reinforcement and resistance to training. Developing an objective is considered from different angles such as degrees of severity of intellectual deficits, degrees of adaptive functioning, psychiatric disorders as well as other developmental delays. Information will be provided on the process of evaluation progress through quarterly and annual reports as well as target behavior tracking. **4 hours ARM credits. Attendance is limited to 40; \$50/participants (\$60 if registering the day of class), payable to RCEB.**

Thursday, July 17, 2008, 9:30 a.m. to 12:30 p.m., RCEB Oakland, 3rd Floor

"SPECIAL INCIDENT REPORT WRITING" Workshop (Trainer: Adrian "AJ" Rosally, RCEB)

The Who, What, When Where and How of Special Incident reporting/writing. A class for service providers, direct care staff and administrators. **3 hours ARM credits.**

Attendance is limited to 30; \$25/participant, payable to RCEB.

Thursday, July 31, 2008, 9:30 a.m. to 1:30 p.m., RCEB Oakland, 3rd Floor

"INTELLECTUAL DEFICITS AND MENTAL ILLNESS" (Trainer: Lisa Keliher, Psy. D)

The presenter will provide information on mental illnesses as they present in people living with intellectual deficits. Several disorders will be discussed and environmental supports and scripts will be reviewed in order to minimize the impact of the mental illness on quality of life. Possible disorders to be focused on: Anxiety, Depression, PTSD, Narcissistic Personality Disorder, Borderline Personality Disorder, Schizophrenia and Bi-Polar Disorder. **4 hours ARM credits. Attendance is limited to 40; \$50/participants (\$60 if registering day of class), payable to RCEB.**

Thursday, August 7, 2008, RCEB Oakland, 3rd Floor (Cancelled)

"SPECIAL INCIDENT REPORT WRITING" Workshop (Trainer: Adrian "AJ" Rosally, RCEB)
The Who, What, When Where and How of Special Incident reporting/writing. A class for service providers, direct care staff and administrators. 3 hours ARM credits.
Attendance is limited to 30; \$25/participant, payable to RCEB.

Thursday, August 21, 2008, 9:30 a.m. to 1:30 p.m., RCEB Oakland, 3rd Floor

"DIABETES: DIET AND NUTRITION" (Trainer: Rajinder Singh, M.S.R.D.)
A workshop that focuses on foods that meet the body's nutritional needs, special diets, food groups, etc. Participants will learn how to plan well-balanced meals. Recommended for service providers, direct care staff, family members and interested others. 3 hours ARM credits; Attendance is limited to 30; Fee: \$35/participant, payable to RCEB.

Thursday, August 28, 2008, 9:00 a.m. to 4:00 p.m., RCEB Oakland, 3rd Floor

"HEALTH MANAGEMENT - RECOGNIZING SIGNS OF ACUTE ILLNESS" (Trainer: R.N. Consultants, Inc., Nicole D. Jackson, R.N.)
Each body system will be reviewed with an exploration of changes that may indicate a decline in health status. Observation, documentation, reporting and communication skills are discussed in detail. The importance of professionalism as a member of the client's team is discussed as well. 6 hours ARM credits; Attendance is limited to 40; Fee: \$45/participant, payable to RCEB

Thursday, September 4, 2008, 9:00 a.m. to 4:00 p.m., RCEB Oakland, 3rd Floor

"THE PRINCIPLES AND TECHNIQUES OF BEHAVIOR MANAGEMENT"
(Trainer: (BlueStone) Terry Rhoades)
Presenter will discuss the philosophy of behavior management and the Positive Programming Model. Participants will learn how to conduct and use functional analyses of a behavior to develop a behavior intervention plan that will reduce challenging behaviors and increase skill levels. The ethical issues and general behavioral principles will also be discussed.
Level 4 residential direct support professionals and Behavior Management Program staff have priority enrollment. 6 hours ARM credits; Attendance is limited to 50; \$55/participant, payable to RCEB

Thursday, September 11, 2008, 9:00 a.m. to 4:00 p.m., RCEB Oakland, register on 3^d Fl.,
(Class will be held on 5th flr)

"A STUDY IN RISK MANAGEMENT AND SPECIAL INCIDENT REPORTING"

(Trainer: (BlueStone) David Mauger)

Presenter will discuss the principles of Risk Assessment, Mitigation, and Management; Evaluation and Planning. The presenter will refer to Special Incident Reporting as mandated by CCR, Titles 17 and 22 but will defer to RCEB to teach the specifics of completing a Special Incident Report. This course will offer residential service providers the tools they need to identify client risks health and safety. This course will also provide vendors with the specifics they need to know to fully comply with the law, to include mandated reporting laws. Vendors will learn how to follow up appropriately to ensure the health and safety of the client. 6 hours ARM credits. Attendance is limited to 50, \$40/participant, payable to RCEB.

Thursday, September 18, 2008, 9:30 a.m. to 12:30 p.m., RCEB Oakland, 3^d Floor

"SPECIAL INCIDENT REPORT WRITING" Workshop (Trainer: Adrian "AJ" Rosally, RCEB)

The Who, What, When Where and How of Special Incident reporting/writing. A class for service providers, direct care staff and administrators. 3 hours ARM credits.

Attendance is limited to 30; \$25/participant, payable to RCEB.

Thursday, September 25, 2008, 9:00 a.m. to 1:00 p.m., RCEB Oakland, 3^d Floor

"RIGHTS OF PERSONS WITH DEVELOPMENTAL DISABILITIES (Trainer: (BlueStone) David Mauger)

This course will cover the rights of persons with developmental disabilities as those rights are outlined in the Lanterman Act and Title 17. Each of the rights enumerated in Welfare & Institutions Code sections 4502 and 4503 as well as those in Title 17 section 50510, will be discussed to enable administrators and direct care staff to recognize rights issues and respond appropriately to challenging situations. A number of scenarios will be discussed so participants will have the opportunity to analyze and discuss situations impacting individuals' rights that they may experience with their own clients. 4 hours ARM credits; Attendance is limited to 40; \$35/participant, payable to RCEB.

Thursday, October 2, 2008, 9:00 a.m. to 4:00 p.m., RCEB Oakland, 3rd Floor

"TECHNICAL, REGULATORY AND PRACTICAL ASPECTS OF MEDICATION ADMINISTRATION" (Trainer: R.N. Consultants, Inc., Nicole D. Jackson, R.N.)

Presenter will discuss technical aspects of medication administration including consumer rights, caregiver responsibilities, ethics, documentation, infection control, storage, disposal of medication, staff's role in understanding medications as part of the treatment plan, as well as understanding the role and responsibilities relative to medication interactions; understanding effective, appropriate and professional communication with pharmacists and physicians.

A class for service providers, administrators, direct care staff, family members and interested others. 6 hours ARM credits; Attendance is limited to 40; \$45/participant, payable to RCEB.

Thursday, October 16, 2008, 9:30 a.m. to 1:30 p.m., RCEB Oakland, 3rd Floor

"INTELLECTUAL DEFICITS AND MENTAL ILLNESS" (Trainer: Lisa Keliher, Psy. D)

The presenter will provide information on mental illnesses as they present in people living with intellectual deficits. Several disorders will be discussed and environmental supports and scripts will be reviewed in order to minimize the impact of the mental illness on quality of life. Possible disorders to be focused on: Anxiety, Depression, PTSD, Narcissistic Personality Disorder, Borderline Personality Disorder, Schizophrenia and Bi-Polar Disorder. 4 hours ARM credits. Attendance is limited to 40; \$50/participants (\$60 if registering day of class), payable to RCEB.

Thursday, October 30, 2008, 9:00 a.m. to 4:00 p.m., RCEB Oakland, 3rd Flr.

"UNIVERSAL PRECAUTIONS - HIV/AIDS, Hepatitis and Tuberculosis (Trainer: R.N. Consultants, Inc., Nicole D. Jackson, RN)

The presenter will discuss universal precautions to prevent the spread of infection. This course will explore the definition, cause, signs and symptoms of HIV, AIDS, Hepatitis B (HBV), and Tuberculosis. This course will address the care for these individuals and the associated risk to direct service professionals in caring for clients with these blood borne and airborne pathogens. 6 hours ARM credits. Attendance is limited to 40; \$45/participant, payable to RCEB.

Thursday, November 6, 2008, 9:30 a.m. to 1:30 p.m., RCEB Oakland, 3rd Floor

"POSITIVE BEHAVIORIAL SUPPORTS" (Trainer: Lisa Keliher, Psy. D)

The presenter will provide information on how to inspire and maintain pro-social behavior as well as, solve difficulties related to behavior change. Avenues to reach these objectives include becoming familiar with different types of communication deficits and solutions, the need for reducing anxiety through relaxation exercises and how to brainstorm tools and techniques that are person centered. Case examples of behavior change are provided. 4 hours ARM credits. Attendance is limited to 40; \$50/participants (\$60 if registering day of class), payable to RCEB.

Thursday, November 13, 2008, 9:30 a.m. to 12:30 p.m., RCEB Oakland, 3rd Floor

"CONSUMER RESIDENTIAL RECORDS: Tips, and Best Practices" (RCEB Trainer: Joseph Graham, M.S.)

For residential administrators and staff at all vendored levels. The required records for consumer charts will be reviewed in detail to cover Regional Center of the East Bay and Community Care Licensing's requirements and expectations. Sample forms will be provided. **3 hours ARM credits; Attendance is limited to 50; Fee: \$25/participant, payable to RCEB.**

Thursday, November 20, 2008, 9:30 a.m. to 12:30 p.m., RCEB Oakland, 3rd Floor

"DIABETES: DIET AND NUTRITION" (Trainer: Rajinder Singh, M.S.R.D.)

A workshop that focuses on foods that meet the body's nutritional needs, special diets, food groups, etc. Participants will learn how to plan well-balanced meals. Recommended for service providers, direct care staff, family members and interested others. **3 hours ARM credits; Attendance is limited to 30; Fee: \$35/participant, payable to RCEB.**

Thursday, December 4, 2008, 9:00 a.m. to 4:00 p.m., RCEB Oakland, 3rd Floor

"ALZHEIMER'S, DEMENTIA, SENILITY - Which One is It? (Trainer: R.N. Consultants, Inc., Nicole D. Jackson, R.N.)

This course will review the aging process. Presenter will define senility, dementia and Alzheimer's, enabling class participants to distinguish each condition. We will discuss how Alzheimer's is diagnosed, the disease process of Alzheimer's as well as care and treatment for residents with the disease. This course will look at care giving responsibilities as they relate to residents, families, and themselves. **6 hours ARM credits; Attendance is limited 40, \$45/participant, payable to RCEB.**

Thursday, December 11, 2008, 9:00 a.m. to 4:00 p.m., RCEB Oakland, 3rd Flr.,

"A STUDY IN RISK MANAGEMENT and SPECIAL INCIDENT REPORTING" (Trainer: (BlueStone) David Mauger)

Presenter will discuss the principles of Risk Assessment, Mitigation, and Management; Evaluation and Planning. The presenter will refer to Special Incident Reporting as mandated by CCR, Titles 17 and 22 but will defer to RCEB to teach the specifics of completing a Special Incident Report. This course will offer residential service providers the tools they need to identify client risks to client health and safety. This course will also provide vendors with the specifics they need to know to fully comply with the law, to include mandated reporting laws. Vendors will learn how to follow up appropriately to ensure the health and safety of the client. **6 hours ARM credits. Attendance is limited to 50, \$40/participant, payable to RCEB.**

IMPORTANT REMINDERS:

1. Please bring writing material (pen, paper) to ALL trainings.
2. No phone, e-mail or fax reservations. To ensure your space, mail in the completed Registration Form along with the appropriate fee ASAP. **ONE CHECK FOR EACH TRAINING TOPIC!**
3. Please arrive on time. Anyone who arrives 15 minutes or later after training has started, **WILL NOT BE ADMITTED TO THE TRAINING AND NO REFUND WILL BE ISSUED.**
4. All classes are open to service providers. **PLEASE DO NOT BRING CHILDREN.**
5. Participants to all trainings **MUST SIGN IN AT THE FRONT DESK ON THE 3RD FLOOR**
6. **CCL Administrator CEUs available for some classes**

Note: **Please make a copy of your completed Registration Form before mailing. Return only this portion.**

For logistical reasons, pre-payment, when applicable, and registration is required. **NO WALK-INS!**
Mail completed Registration Form with check to:

Regional Center of the East Bay CTEC
7677 Oakport Street, Suite 300
Oakland, CA 94621

PLS. NOTE →

Attn: David Leon

Registration confirmation will be done by phone, mail or e-mail. It is important to include this information on the Registration Form.

48-HOUR CANCELLATION NOTICE TO QUALIFY FOR

NOTE: ONE CHECK PER TRAINING TOPIC

REGISTRATION FORM

**(May be copied for additional enrollment – PLEASE PRINT AND PROVIDE COMPLETE INFORMATION –
Registration Form with incomplete information will be returned and may cause you your space)**

Name/s of Person/s Attending:

1. _____
2. _____
3. _____
4. _____
5. _____

IDENTIFY TITLE AND DATE OF TRAINING

Affiliation: _____

e-mail (may be used for confirmation): _____

Address: _____

Daytime Phone (include area code): _____

SPACE IS LIMITED!
REGISTER EARLY!

Fax: (include area code): _____

NO TELEPHONE OR E-MAIL RESERVATIONS

**RCEB Community Training & Education hotline –
(510) 383-1200, Ext. 555**

RCEB Website: www.rceb.org

Questions: Call David Leon at (510) 383-1200, Ext. 2906