

February to December 2020  
(REVISED 4-8-2020)



# TRAINING NEWSLETTER

500 DAVIS STREET, #100  
SAN LEANDRO, CA 94577

**For logistical reasons, pre-payment with registration is required.**

**\*SAME DAY REGISTRATIONS ARE NOT PERMITTED\***

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 trainings will be announced once per calendar year. We are pleased to announce the following classes for **February through December 2020**. **All classes are open to our service providers, as applicable. It is strongly recommended that new staff attend these trainings.**

**PLEASE NOTE:** All Certificates of Continuing Education provided by Regional Center of the East Bay meet the qualifications for approval by the California Department of Social Services for ARF and GH Administrators. Certificates will not qualify for approval by the California Department of Social Services for RCFE Administrators.

**Thursday, February 20, 2020, 9:00 a.m. to 1:00 p.m., RCEB San Leandro, 1<sup>st</sup> Floor**

**"Medication Management"**

**(Instructor: Ashton Paul, R.N., Alegria Community Living)**

Presenter will cover all aspects of medication administration - including responsibilities of the caregiver regarding medication management, clients' rights, MAR documentation, storage, proper disposal of medications, and drug interactions. **4 hours ARM credits; Attendance is limited to 40; \$55/participant, check/money order payable to: RCEB**

Thursday, March 5, 2020, 9:00 a.m. to Noon, RCEB San Leandro, 1<sup>st</sup> Floor

**"Exercise: Get Up and Get Busy!"**

**(Trainers: Kim Limato, RCEB CM Supervisor & Rebecca Churchill Sterling, PhD, BCBA, RCEB Behavior Analyst)**

Exercise can improve the physical fitness of learners with autism spectrum disorder (ASD), who tend to have lower levels of physical activity than their typically developing peers. In addition, exercise is an evidence-based practice that can be used to increase desired behaviors and decrease inappropriate behaviors in individuals on the autism spectrum. This training provides information about autism spectrum disorder and evidence-based practices. This training also provides information about how to conduct an individualized exercise assessment, develop an exercise plan, and teach individuals to follow an exercise routine. Get ready to get moving! **3 hours ARM credits;**  
**Attendance is limited to 40; Fee: \$30/participant, check/money order payable to: RCEB**

Thursday, March 19, 2020, - CANCELLED

**"Consumer Residential Records: Tips, and Best Practices"**

**(Instructors: Marisol Ferrer, Nicole Hill-Nawy and Synthia Hakola, RCEB QA Specialists)**

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's requirements and expectations. Sample forms will be provided.

Thursday, April 9, 2020, - CANCELLED

**"Cultural Implication of Care"**

**(Instructors: Fructuoso Menchavez, RCEB HCBS Specialists)**

What does "care" mean to you? Our system is rich with people from different walks of life, and based on this, we all have different ideas of what caring for the folks we serve can look like. This interactive workshop will closely examine and deconstruct our own definitions of the term "care" and the cultural implications those definitions may bring to highlight our similarities and differences. Furthermore, we will explore ways in which our similarities can be further expanded on to include a shared language and a shared vision that will encapsulate how we truly support the people we serve.

Thursday, April 16, 2020, - CANCELLED

**"Special Incident Report Writing Workshop"**

**(Instructor: Staresha Johnson, RCEB S.I.R. Coordinator)**

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

Thursday, April 30, 2020, - CANCELLED

**"A Deep Dive into Autism Spectrum Disorder and Self-Management"**

**(Instructor: Cari Yardley, PsyD, RCEB Clinical Psychologist and Clinical Supervisor)**

In this training we will learn about Autism Spectrum Disorder and the different ways that the symptoms of autism may present in people, including common areas of strength and weakness. We will make a case for incorporating evidence-based practices into your regular work practices and identify FREE resources for in-depth trainings on evidence-based practices. The last half of class will focus on Self-Management. Self-Management is an evidence-based practice that can be used to teach individuals to learn the difference between appropriate and inappropriate behavior for that setting, accurately monitor and record their own behaviors, and reward themselves for appropriate behavior or use of a skill. We will learn different ways that self-management can be incorporated in a person's home environment, day program, educational setting, or community to support a person in achieving their goals. This is a dynamic and interactive training that seeks to engage you and expand your knowledge and skill set.

Thursday, May 14, 2020, - CANCELLED

**"Crisis Intervention & Prevention"**

**(Instructor: Crisis Response Project Staff)**

The presenters will discuss crisis intervention, de-escalation techniques, and application of behavioral and cognitive techniques to assist clients during a crisis. The presenters will also discuss crisis prevention strategies and how to utilize the Crisis Response Project.

Thursday, May 21, 2020, - CANCELLED

**"Safer Options - Sexuality & Avoiding Abuse"**

**(Instructor: Debby Graudenz, MFT)**

This class is designed to help the participants be more comfortable discussing issues, supports, and ideas around the services we provide. It will include training on noticing signs of abuse and how to help the people we serve protect themselves and get help. Often because of our discomfort talking about sex, the people we serve may be at higher risk for abuse. It has also caused inappropriate, problematic, and frustrated sexual expressions.

Thursday, June 11, 2020, 10:00 am to 12:00pm, RCEB San Leandro, 1<sup>st</sup> Floor

**"Financial Abuse: Identifying the Signs"**

**(Instructor: Derrick Levingston and Synthia Hakola, RCEB QA Specialist)**

This workshop will discuss financial abuse and how to identify potential signs involving adults with IDD in dependent care/support. Discussion will also include responsibilities of residential care licensees to insure access to funds, accurate and current accounting of funds and safeguarding of the funds. 2 hours ARM credits; Attendance is limited to 30; \$30/participant, check/money order payable to RCEB.

Thursday, June 18, 2020, 10:00 a.m. to Noon, RCEB, 1320 Willow Pass Road, #300, Concord

**"Conservatorship in a Nutshell"**

**(Instructor: Corey Ordonez, Contra Costa Superior Court Investigator)**

This training is designed to help the participants understand conservatorships better. It will include training on the different types awarded by the courts, the process of having a conservator appointed, the criteria for establishing need, scope of decision making, the Conservator's responsibilities, and what to do if a conservator is overstepping authority. There will be time for questions and general responses. This training does not constitute legal advice for any particular situation. 2 hours ARM credits; Attendance limited to 40; \$30/participant, check/money order payable to: RCEB

Thursday, July 9, 2020, 9:00 am to Noon, RCEB San Leandro, 1<sup>st</sup> Floor

**"The ABC's of Behavior"**

**(Instructor: Heidi Okamoto, RCEB Behavior Analyst)**

This training is for anyone who is working with or caring for with individuals with behavioral challenges. In this training you will learn: How to define the challenging behavior; how to information that will help you understand why challenging behavior is happening; what are the ABC's and functions of challenging behavior. Some general strategies that can help with dealing with challenging behavior. 3 hours ARM credits; Attendance limited to 40; \$30/participant, check/money order payable to: RCEB.

Thursday, July 30, 2020, 9:00 a.m. to 12:00 p.m., RCEB, 1320 Willow Pass Road, #300,

CONCORD

**"Special Incident Report Writing Workshop"**

**(Instructor: Staresha Johnson, RCEB S.I.R. Coordinator)**

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; \$30/participant, check/money order payable to: RCEB.

Thursday, August 6, 2020, 9:00 a.m. to Noon, RCEB San Leandro, 1<sup>st</sup> Floor

**"Functional Communication Training"**

**(Instructors: Kim Limato, RCEB CM Supervisor & Rebecca Churchill Sterling, PhD, BCBA, RCEB Behavior Analyst)**

Functional Communication Training (FCT) is an evidence-based practice that replaces problem behaviors with more appropriate and effective communication. This training provides information about autism spectrum disorder (ASD) and evidence-based practices. This training also provides information about how to determine why a problem behavior is happening, how to select a more appropriate communication behavior, and how to effectively teach this new behavior to other individuals. 3 hours ARM credits; Attendance is limited to 50; Fee: \$30/participant,

check/money order payable to: RCEB

Thursday, August 20, 2020, 9:00 am to 1:00 p.m., RCEB San Leandro, 1<sup>st</sup> Floor

**"Common Health Issues Typical of Adults with IDD"**

**(Instructor: Ashton Paul, R.N., Alegria Community Living)**

This class will review some of the most common health and aging issues found in individuals with developmental disabilities. These conditions include Dysphagia and Aspiration, Urinary Tract Infections, Constipation, Seizure Disorders, Dehydration, GERD, and Poor Dentition. Common signs and symptoms (especially non-verbal) will be reviewed to observe for nursing and direct care staff, as well as common treatments and support practices. Routine screenings and prophylactic measures can be used for prevention and increased quality of life, especially for individuals with difficulty communicating for themselves. 4 hours ARM credits; attendance is limited to 40; Fee:

\$55/participant, check/money order payable to RCEB.

Thursday, September 10, 2020, 9:00 a.m. to 12:00 p.m., RCEB San Leandro, 1st Floor

**"Special Incident Report Writing" Workshop**

**(Instructor: Staresha Johnson, RCEB S.I.R. Coordinator)**

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;

\$30/participant, check/money order payable to: RCEB

Thursday, September 17, 2020, 10:00 a.m. to Noon, RCEB, San Leandro, 1st Floor

**"Consumer Residential Records: Tips, and Best Practices"**

**(Instructor: Marisol Ferrer, Nicole Hill-Nawy and Synthia Hakola, RCEB QA Specialists)**

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's requirements and expectations. Sample forms will be provided. 2 hours ARM credits; Attendance is limited to 30;

Fee: \$30/participant, check/money order payable to: RCEB.

Thursday, October 1, 2020, 9:00 a.m. to Noon, RCEB San Leandro, 1<sup>st</sup> Floor

**"Crisis Intervention & Prevention"**

**(Instructor: Crisis Response Project Staff)**

The presenters will discuss crisis intervention, de-escalation techniques, and application of behavioral and cognitive techniques to assist clients during a crisis. The presenters will also discuss crisis prevention strategies and how to utilize the Crisis Response Project. **3 hours ARM credits; Attendance is limited to 40; Fee: \$30/participant, check/money order payable to: RCEB.**

Thursday, October 15, 2020, 9:00 a.m. to 12:00 pm, RCEB San Leandro, 1<sup>st</sup> Floor

**"Safer Options - Sexuality & Avoiding Abuse"**

**(Instructor: Debby Graudenz, MFT)**

This class is designed to help the participants be more comfortable discussing issues, supports, and ideas around the services we provide. It will include training on noticing signs of abuse and how to help the people we serve protect themselves and get help. Often because of our discomfort talking about sex, the people we serve may be at higher risk for abuse. It has also caused inappropriate, problematic, and frustrated sexual expressions. **3 hours ARM credits; Attendance is limited to 30; \$45/participant, check/money order payable to: RCEB.**

Thursday, October 29, 2020, 9:00 a.m. to 1:00 p.m., RCEB San Leandro, 1<sup>st</sup> Floor

**"Cultural Implication of Care"**

**(Instructors: Fructuoso Menchavez, RCEB HCBS Specialists)**

What does "care" mean to you? Our system is rich with people from different walks of life, and based on this, we all have different ideas of what caring for the folks we serve can look like. This interactive workshop will closely examine and deconstruct our own definitions of the term "care" and the cultural implications those definitions may bring to highlight our similarities and differences. Furthermore, we will explore ways in which our similarities can be further expanded on to include a shared language and a shared vision that will encapsulate how we truly support the people we serve. **4 hours ARM credits; attendance is limited to 50; Fee: \$30/participant, check/money order payable to: RCEB**

Thursday, November 12, 2020, 10:00 a.m. to Noon, RCEB, San Leandro, 1<sup>st</sup> Floor

**"Conservatorship in a Nutshell"**

**(Instructor: Corey Ordonez, Contra Costa Superior Court Investigator)**

This training is designed to help the participants understand conservatorships better. It will include training on the different types awarded by the courts, the process of having a conservator appointed, the criteria for establishing need, scope of decision making, the Conservator's responsibilities, and what to do if a conservator is overstepping authority. There will be time for questions and general responses. This training does not constitute legal advice for any particular situation. 2 hours ARM credits; Attendance limited to 40; \$30/participant, check/money order payable to: RCEB

Thursday, November 19, 2020, 9:00 a.m. to 12:00 p.m., RCEB San Leandro, 1st Floor

**"Special Incident Report Writing" Workshop**

**(Instructor: Staresha Johnson, RCEB S.I.R. Coordinator)**

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; \$30/participant, check/money order payable to: RCEB

Thursday, December 3rd, 2020, 9:00 a.m. to 12:00 p.m., RCEB San Leandro, 1<sup>st</sup> Floor

**"A Deep Dive into Autism Spectrum Disorder and Self-Management"**

**(Instructor: Cari Yardley, PsyD, RCEB Clinical Psychologist and Clinical Supervisor)**

In this training we will learn about Autism Spectrum Disorder and the different ways that the symptoms of autism may present in people, including common areas of strength and weakness. We will make a case for incorporating evidence-based practices into your regular work practices and identify FREE resources for in-depth trainings on evidence-based practices. The last half of class will focus on Self-Management. Self-Management is an evidence-based practice that can be used to teach individuals to learn the difference between appropriate and inappropriate behavior for that setting, accurately monitor and record their own behaviors, and reward themselves for appropriate behavior or use of a skill. We will learn different ways that self-management can be incorporated in a person's home environment, day program, educational setting, or community to support a person in achieving their goals. This is a dynamic and interactive training that seeks to engage you and expand your knowledge and skill set.

3 hours ARM credits; Attendance is limited to 40; Fee: \$30/participant, check/money order payable to: RCEB

## **IMPORTANT REMINDERS:**

1. **SAME DAY REGISTRATIONS ARE NO LONGER PERMITTED. Please arrive on time. Anyone who arrives 30 minutes after the training has started WILL NOT BE ADMITTED AND NO REFUND WILL BE ISSUED.**
2. Please refrain from wearing strong fragrances/perfumes.
3. Please bring writing material (pen, paper) to ALL trainings.
4. To ensure your space, mail in the completed Registration Form with payment ASAP. **ONE CHECK PER TRAINING TOPIC!**
5. Classes are open to all service providers, as applicable. **PLEASE DO NOT BRING CHILDREN or CONSUMERS TO THESE TRAININGS.**
6. Participants to all trainings **MUST SIGN IN AT THE RECEPTIONSIT DESK.**
7. **PLEASE SILENCE ALL CELL PHONES AND ELECTRONIC DEVICES DURING TRAININGS.**

**Note: Please make a copy of your completed registration form before mailing**

For logistical reasons, pre-payment with registration is required.

### **No Walk-in's Please**

Mail completed Registration Form with check or money order to:

Regional Center of the East Bay  
500 Davis Street, #100  
San Leandro, CA 94577

PLS. NOTE →

**Attn: CTEC Trainings  
Community Services Dept**

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

**24-Hour Cancellation Notice is required via email or phone in order to receive a refund.**



**Faxing/emailing in this form will not guarantee seating.**

**NOTE: ONE CHECK PER TRAINING TOPIC**

**REGISTRATION FORM**

(May be copied for additional enrollment – PLEASE PRINT AND PROVIDE COMPLETE INFORMATION WITH PAYMENT– Registration Form with incomplete information will be returned

Name/s of Person/s Attending:

IDENTIFY TITLE AND DATE OF TRAINING

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
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5. \_\_\_\_\_

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Facility Name: \_\_\_\_\_

E-mail address (will be used for confirmation):

Address: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

Daytime Phone (include area code): \_\_\_\_\_

**SPACE IS LIMITED!**  
**REGISTER EARLY!**

Fax: (include area code): \_\_\_\_\_

To request ASL interpretation, please contact Karen Shuttleworth (information below) 3 weeks in advance so that arrangements can be made. **48 hour notice is required to cancel the service. If the requesting service provider does not cancel before that time, they will be responsible for the fees accrued by RCEB.**

RCEB CTEC Newsletter is located on our website: [www.rceb.org](http://www.rceb.org)  
under “For Providers”

For Questions call: Karen Shuttleworth  
(510) 618-7710 or  
kshuttleworth@rceb.org