

January to December 2018



TRAINING NEWSLETTER

**500 DAVIS STREET, #100
SAN LEANDRO, CA 94577**

**For logistical reasons, pre-payment and registration is required.
WALK-INS WILL NOT BE ADMITTED TO TRAININGS**

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 **January 2018 through December 2018**. All classes are open to our service providers, as applicable. It is strongly recommended that new staff attend these trainings.

Thursday, February 8, 2018, 9:00 a.m. to 1:00 p.m., RCEB San Leandro, 1st Floor

"TECHNICAL, REGULATORY AND PRACTICAL ASPECTS OF MEDICATION ADMINISTRATION" (Trainer: Melanie A. Thorneberry, RN)

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, and direct care staff. **4 hours ARM credits; Attendance is limited to 40; \$40/participant, payable to RCEB**

Thursday, March 8, 2018 9:00 a.m. to 12:00 p.m., RCEB, 1320 Willow Pass Road, #300,

"CONCORD" CONSUMER RESIDENTIAL RECORDS: Tips, and Best Practices" (Trainer: RCEB Staff) 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 30; Fee: \$15/participant, payable to RCEB.**

Thursday, April 5, 2018, 9:00 a.m. to 12:00 pm, RCEB San Leandro, 1st Floor
"FUNCTIONALIZING APPROPRIATE INTERPERSONAL RELATIONSHIPS IN PEOPLE WHO HAVE INTELLECTUAL DISABILITIES" (Instructor: Debby Graudenz, MFT)

This training will focus on respecting the rights of people to have a full and happy life, including intimacy, while protecting vulnerable people. We will delve into the role that culture plays in treatment, discuss informed consent and boundary violations, and we will gain an understanding of the importance of clear, accurate information about sexuality. Finally, the role of socialization and practice cannot be underestimated when working with people who have intellectual disabilities as well as problematic sexual behaviors. 3 hours ARM credits; Attendance is limited to 30; \$40/per participant, payable to RCEB.

Thursday, May 3, 2018, 9:00 a.m. to 12:00 p.m., RCEB San Leandro, 1st Floor
"SPECIAL INCIDENT REPORT WRITING" Workshop (Trainer: RCEB Staff)

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, May 10, 2018, 9:30 a.m. to 12:30 p.m., RCEB San Leandro, 1st Floor
"CRISIS INTERVENTION AND PREVENTION" (Trainer: 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: \$15/participant, payable to RCEB

Thursday, May 17, 2018, 9:30 am to 1:30 p.m., RCEB San Leandro, 1st Floor
"COMMON HEALTH ISSUES TYPICAL OF ADULTS WITH IDD" (Trainer: Ashton Paul, RN,

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 30; Fee: \$55/participant, payable to RCEB.

Thursday, June 21, 2018, 9:30 a.m. to 12:30 p.m., RCEB San Leandro, 1st Floor

"BASIC NUTRITION & DIABETES" (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, and direct care staff. 3 hours ARM credits; Attendance is limited to 30; Fee: \$40/participant, payable to RCEB

Thursday, August 2, 2018, 9:00 a.m. to 12:00 p.m., RCEB, San Leandro, 1st Floor

"CONSUMER RESIDENTIAL RECORDS: Tips, and Best Practices" (Trainer: RCEB Staff)

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 30; Fee: \$15/participant, payable to RCEB.

Thursday, August 16, 2018, 9:30 a.m. to 12:30 p.m., RCEB San Leandro, 1st Floor

"CRISIS INTERVENTION AND PREVENTION" (Trainer: 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: \$15/participant, payable to RCEB.

Thursday, August 30, 2018, 9:00 a.m. to 1:00 p.m., RCEB San Leandro, 1st Floor

"MENTAL HEALTH ISSUES FOR INDIVIDUALS WITH INTELLECTUAL AND

DEVELOPMNETAL DISABILITIES" (Trainer: Jennifer Yun, MFT Intern) This course will provide basic information on identifying Mental Health Issues in persons with IDD. It will also include various treatments, a review of resources in our community, and case studies for discussion. 3 hours ARM credits; Attendance is limited to 40; Fee \$55/participant, payable to RCEB.

Thursday, September 13, 2018, 9:30 a.m. to 1:30 p.m., RCEB San Leandro, 1st Floor

"POSITIVE BEHAVIOR SUPPORTS" (Trainer: Dr. Lisa Keliher)

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, 4 CEUs for administrators of ARFs and GHs. Attendance is limited to 30; \$55/participants

Thursday, September 20, 2018, 9:00 a.m. to 12:00 p.m., RCEB San Leandro, 1st Floor

"SPECIAL INCIDENT REPORT WRITING" Workshop (Trainer: RCEB Staff)

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, October 11, 2018, 9:30 a.m. to 12:30 pm, RCEB San Leandro, 1st Floor "

"ADULTS WITH AUTISM: SYMPTOMS, STRATEGIE, AND SUPPORTS" (Instructor: Cari Yardley, Psy.D, ASD Clinical Specialist

In this training we will be discussing the symptoms of autism spectrum disorder and how they may manifest in adults. We will then identify 1-2 evidence based strategies and intervention that could reasonably be incorporated into the environment. Finally, we will identify additional supports available, and when to seek those supports. **3 hours ARM credits; Attendance is limited to 40;**

Fee: \$25/participant, payable to RCEB

Thursday, November 1, 2018, 9:00 a.m. to 12:00 p.m., RCEB, San Leandro, 1st Floor

"CONSUMER RESIDENTIAL RECORDS: Tips, and Best Practices" (Trainer: RCEB Staff)

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 30; Fee: \$15/participant, payable to RCEB.

Thursday, November 15, 2018, 9:30 a.m. to 1:30 p.m., RCEB San Leandro, 1st Floor

"INTELLECTUAL DEFICITS AND MENTAL ILLNESS" (Trainer: Dr. Lisa Keliher)

The presenter will provide information on mental illnesses as they present in people living with intellectual deficits. Environmental supports and scripts will be reviewed 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. 4 CEUs for administrators of ARF's. Attendance is limited to**

30; \$55/participants, payable to RCEB

Thursday, December 6, 2018, 9:30 a.m. to 12:30 p.m., RCEB San Leandro, 1st Floor

"BASIC NUTRITION & DIABETES" (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, and direct care staff. **3 hours ARM credits; Attendance is limited to 30; Fee: \$40/participant,**

payable to RCEB

Thursday, December 13, 2018, 9:30 a.m. to 12:30 p.m., RCEB San Leandro, 1st Floor

"CRISIS INTERVENTION AND PREVENTION" (Trainer: 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: \$15/participant, 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. Anyone attending these trainings should be prepared to present picture I.D.
3. Please bring writing material (pen, paper) to ALL trainings.
4. To ensure your space, mail in the completed Registration Form and payment ASAP. **ONE CHECK FOR EACH 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, when applicable, and registration is required.

NO WALK-INS! Mail completed Registration Form with check to:

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

PLS. NOTE →

**Attn: CTEC Training
Community Services Dept**

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

48-Hour Cancellation Notice is required via email, phone or fax in order to receive a full refund.

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)

Name/s of Person/s Attending:

IDENTIFY TITLE AND DATE OF TRAINING

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

Affiliation: _____

e-mail (may be used for confirmation):

Address: _____

Daytime Phone (include area code): _____

SPACE IS LIMITED!
REGISTER EARLY!

Fax: (include area code): _____

To request accommodations or ASL interpretation, please contact Karen Shuttleworth (information below) 3 weeks in advance so that arrangements can be made.

NO TELEPHONE OR E-MAIL RESERVATIONS

RCEB Community Training & Education

Website: www.rceb.org

Questions: Call Karen Shuttleworth

(510) 618-7710

Fax# 510-618-7760

kshuttleworth@rceb.org