

2014

January	February	March	April
<p>Friday 17th 8:30 to 2:30 Brooke Place</p> <p>Ansell-Casey Life Skills Refresher (1); Readily at Hand Checklist (1); Older Youth Transition Plan (1) Documentation (2) Resident Review/Staffing (2)</p> 	<p>Friday 21st 8:30-2:30 Brooke Place</p> <p>Trauma Sensitive Care Resident Review Guest speaker: Lynne Stanley</p> <p>Satisfaction Surveys</p> 	<p>Friday 21st 8:30 to 2:30 Brooke Place</p> <p>Guest speaker: Peg Cartus Legal Issues (3) Protecting Children: The Responsibility of All of Us (IIU, McKinney-Vento, confidentiality) Resident review/staffing (2)</p> <p>Friday 28th (2nd training) 8:30 to 2:30 Brooke Place NVCi</p>	<p>Friday 18th (Good Friday)</p> <p>Guest speaker: Jodie Mankowski</p> <p>8:30 to 2:30 Brooke Place</p> <p>Substance Use/Abuse (2) AFS refresher (3) Barb Resident review/staffing (1)</p> 
May	June	July	August
<p>Friday 16th 8:30 to 10:30 Brooke Place</p> <p>Trauma Focus: Separation in Book 3 of Basic Child Care Course</p> <p>12:30 to 2:30 Documentation (1) Resident Review (1)</p> 	<p>Friday 20th</p> <p>Guest Speaker: Lynne Stanley</p> <p>8:30 to 2:30 Brooke Place Trauma-Focused Behavior Management (3) Family Systems (2)</p> 	<p>Friday 18th</p> <p>Guest speaker: John Jones 8:30 to 2:30 Brooke Place Safety/Driving (3) Resident Review (2) Police matters, risk/liability (1) Update statement of Criminal Record and Drivers' License. Brooke Place residents will also attend safety training!!</p> 	<p>Friday 15th</p> <p>8:30 to 10:30 Movie: Winter's Bone or Beasts of the Southern Wild (diversity training)</p> <p>10:30 to 2:30 Trauma Focus: Therapeutic Milieu (2) Book 4 BCC 1:00 to 2:30 Resident Review (1½)</p> <p>Satisfaction Surveys</p> 
September	October	November	December
<p>Friday 19th 8:30 – 2:30 NVCi Any employee in need of certification</p> <p>WVCCA “All about us”</p> 	<p>Friday 17th</p> <p>8:30 to 2:30 Brooke Place Guest Speaker: Lynne Stanley Trauma-Informed Interventions (3) Resident Review (2) First Aid/CPR Online for Employees who are due</p> 	<p>Friday 21th</p> <p>8:30 to 2:30 Brooke Place</p> <p>CQI and Policies and Procedures (1) Resident Review (2) Trauma Focus: Suicide Risk Assessment and SI Behaviors (1)</p> 	<p>Friday 12th</p> <p>8:30 to 12:30 Brooke Place</p> <p>Meds Management (1) Universal Precautions (1) Drug Free Work Place (1) Harassment (1)</p> <p>Holiday Luncheon?</p> 

** Denotes Risk Management Activities

Category Name	Program	Hours Required
Advocacy	Annual Training	2
Away from Supervision**	Annual Training	3
Basic Living Skills	Annual Training	3
Behavior Management**	Annual Training	6
Communication	Annual Training	4
CQI**	Annual Training	1
Diversity	Annual Training	1
Documentation**	Annual Training	2
Drugs & Alcohol**	Annual Training	3
Drug Free Workplace**	Annual Training	2
Family Systems	Annual Training	4
First Aid/CPR**	Annual Training	6
Harassment**	Annual Training	1
Human Development	Annual Training	3
In-home Services	PRN	3
Legal Issues**	Annual Training	6
Medication Management**	Annual Training	2
Non-Violent Crisis Interv.**	Annual Training	8
Orientation (new staff)**	PRN	30
Policy and Procedures**	Annual Training	2
Safety**	Annual Training	3
Suicide Risk Assessment	PRN	3
Supervisory**	Annual Training	8
Therapeutic Milieu	Annual Training	6
Therapy/Clinical Issues	PRN	2
Universal Precautions**	Annual Training	1
Wellness	Annual Training	2

Training will generally fall on a Friday – usually the 3rd Friday of the month, but not always, therefore, check the calendar carefully.