



# Independent Living Services Calendar

## May 2018

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 <b>ILS Board Meeting</b> <b>5:00 p.m.</b>	2 Personal Care Training 4:30 p.m. -8:30 p.m. 615 Robins	3 New Hire Training 9:00 a.m. – 1:30 p.m.  CPR/First Aid 2:00 p.m. -3:30 p.m. 615 Robins ST	4	5
6	7 CPR/First Aid 5:00 p.m. -6:30 p.m. 615 Robins ST	8 Active Shooter Training 9:00 a.m. – 11:15 a.m. <b>Profiles Staff Only</b>	9 Transportation Training 9:30 a.m. - 1:30 p.m. 615 Robins ST	10 <b>Pay Day</b>  Active Shooter Training 9:00 a.m. – 11:15 a.m. <b>Profiles Staff Only</b>	11	12
13 	14	15 New Hire Training 4:00 p.m. – 7:30 p.m. 615 Robins ST	16	17 Personal Care Recertification Training 10:00 a.m. – 1:00 p.m. 615 Robins ST	18	19
20	21 CPR/First Aid 5:00 p.m. – 6:30 p.m. 615 Robins St	22	23 Transportation Recertification Training 9:30 a.m. – 1:00 p.m. 615 Robins ST	24 <b>Pay Day</b>	25	26
27	28 <b>Closed</b> 	29	30 Positive Behavior Management 5:00 p.m. – 8:00 p.m. 615 Robins ST	31 New Hire Training 9:00 a.m. – 1:30 p.m. 615 Robins ST		

Independent Living Services and Creative Living, Inc.  
May Training Calendar

**Training Dates**

▪ Personal Care Training	Wednesday May 2	4:30 p.m. – 8:30 p.m.
▪ New Hire Training	Thursday, May 3	9:00 a.m. – 1:30 p.m.
▪ CPR/First Aid	Thursday, May 3	2:00 p.m. – 3:30 p.m.
▪ CPR/First Aid	Monday, May 7	5:00 p.m. -6:30 p.m.
▪ Active Shooter Training Profiles	Tuesday, May 8	9:00 a.m. – 11:15 a.m.
▪ Transportation Training	Wednesday, May 9	9:00 a.m. – 1:30 p.m.
▪ Active Shooter Training Profiles	Thursday, May 10	9:00 a.m. -11:15 a.m.
▪ New Hire Training	Tuesday, May 15	4:00 p.m. -7:30 p.m.
▪ Personal Recertification Training	Thursday, May 17	10:00 a.m. – 1:00 p.m.
▪ CPR/First Aid	Monday, May 21	5:00 p.m,-6:30 p.m.
▪ Transportation Recertification	Wednesday, May 23	9:30 a.m. -1:00 p.m.
▪ Positive Behavior Management	Wednesday, May 30	5:00 p.m. -8:00 p.m.
▪ New Hire Training	Thursday, May 31	9:00 a.m. 1:30 p.m.

**Training Course Descriptions**

**New Hire Training:** New employees are required to attend training within 30 days of hire. Training includes the history of ILS and also licensing requirements. The information that staff will be trained on will help new staff effectively perform their job duties.

**CPR / First Aid:** All employees are required to be certified in CPR/First Aid. This training requires moving around & practicing techniques. This training requires moving around, please dress comfortably!

**Personal Care Training:** Training required for all staff providing personal care. Training is open to all employees. Please call Tiffany at 327-5234 x 321 to confirm your attendance.

**Positive Behavior Management:** This training gives practical ways to deal with individuals when they are having behavior problems/crisis. Practicing interventions is part of this training so attendees must be able to move about and practice restraints. **This training requires moving around, please dress comfortably.**

**You do not have to register for training. Just come to training at the scheduled time**

**Call Tiffany at 327-5234 x 321 with any questions.**