



# Independent Living Services Calendar

## February 2018

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

## Independent Living Services and Creative Living, Inc.

### February Training Calendar

#### Training Dates

▪ CPR/First Aid	Wednesday, February 6	2:00 p.m. – 3:30 p.m.
▪ New Hire Training	Thursday, February 7	9:00 a.m. -1:30 p.m.
▪ Active Shooter Training	Monday, February 11	2:00 p.m. -3:00 p.m.
▪ CPR/First Aid	Tuesday, February 12	5:00 p.m. – 6:30p.m.
▪ Transportation Training	Wednesday, February 13	9:00 a.m. – 1:00 p.m.
▪ Personal Care Training	Thursday, February 14	10:00 a.m. -1:00 p.m.
▪ New Hire Training	Tuesday, February 19	4:00 p.m. – 7:30 p.m.
▪ Personal Care Training	Wednesday, February 20	4:30 p.m. -8:00 p.m.
▪ New Hire Training	Thursday, February 21	9:00 a.m. – 1:30 p.m.
▪ CPR/First Aid Training	Thursday, February 21	2:00 p.m. – 3:30 p.m.
▪ CPR/First Aid Training	Tuesday, February 26	5:00 p.m. -6:30 p.m.
▪ Positive Behavior Training	Wednesday, February 27	5:00 p.m. – 8:00 p.m.
▪ Personal Care Retraining	Thursday, February 28	10:00 a.m. -12:30 p.m.

#### Training Course Descriptions

**New Hire Training:** New employees are required to attend training within 30 days of hire.

**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.

**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.**