

Independent Living Services and Creative Living, Inc.  
October 2011 Training Calendar

**Training Dates**

▪ New Hire Training	Thursday October 6	4:30 p.m. – 9:00 p.m.
▪ CPR / First Aid	Wednesday October 5	5:00 p.m. – 6:30 p.m.
▪ Transportation Training III	Tuesday October 10	5:00 p.m. – 8:00 p.m.
▪ New Hire Training	Wednesday October 11	9:00 a.m. – 2:00 p.m.
▪ CPR/First Aid	Wednesday October 11	2:00 p.m. – 3:30 p.m.
▪ Behavior Reduction & Intervention	Thursday October 13	5:00 p.m. – 9:00 p.m.
▪ CPR / First Aid	Wednesday October 19	5:00 p.m. – 6:30 p.m.
▪ New Hire Training	Thursday October 20	4:30 p.m. – 9:00 p.m.
▪ Family Perspective	Thursday October 27	4:30 p.m. – 7:30 p.m.

**Training Course Descriptions**

**New Hire Training:** New employees are required to attend training within 30 days of hire. New Hire Training covers Payroll, History, Documentation, Mandated Reporting, Behavior Management, and Ethics. Current Employees can also attend new hire training. Current employees who attend new hire training will receive additional handouts and **will complete their twelve hours of yearly training!**

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

**Behavior Reduction & Intervention:** is in-depth behavior management training; emphasis on de-escalation, crisis, and providing consistent support. Training is highly recommended for staff working with consumers with behavioral issues.

**Transportation Training: This training takes place at Conway Apartments.**

Attendance at all three modules of Transportation training is recommended for anyone who transports consumers and required training for all drivers yearly.

**Family Perspective:** Information and handouts regarding working with families. Audio program which is a series of interviews of parents who have children with developmental disabilities. Followed by a discussion on working with families.

**Training is at the Human Resource Office  
Transportation Training is at Conway Apartments**

**You do not have to register for training. Just come to training at the scheduled time.  
Call Elissa at 329-8249 x 100 with any questions.**