

# April 2018

## Willows Way Training

(All trainings on this calendar are held at Willows Way unless specified otherwise... lunch/dinner is on your own.)

Reservations are required. To register, call Rob Cowell at 636-757-0561 or e-mail him at [robertc@willowsway.org](mailto:robertc@willowsway.org) or SComm via Therap. If you are unable to attend a training for which you had RSVP'd, please contact your supervisor as well as Rob Cowell at least four hours before the scheduled Willows Way training and 48 hours before a training scheduled outside of Willows Way. In case of inclement weather, please call the Willows Way main line at 636-947-6591 to see if trainings have been cancelled. **Denotes training on Lower Level.**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 CPR/First Aid 12:30pm – 4pm (Instructor: Rob Cowell)	3 Med Admin – Level 1 (Part 1 of 2) 8:30am-5pm (Instructor: Claire Meinert)	4 New Employee Orientation 8:30am-5pm <b>PAYDAY!</b>	5 Med Admin – Level 1 (Part 2 of 2) 8:30am-5pm (Instructor: Claire Meinert) <i>Time &amp; Mileage Due 9am</i>	6 Annual Refresher (BBP, HIPAA, etc...) 9am-11am	7
8	9 Mandt 9am-5pm (Instructor: Rob Cowell)	10	11 CPR/First Aid 5pm-8:30pm (Instructor: Alli Sgroi)	12 <i>Time &amp; Mileage Due 9am</i>	13 Being Part of the Willows Way Team (Core) 9am-12pm  Positive Supports (Core) 12:30pm-3:30pm	14
15	16 Med Admin – Level 1 (Part 1 of 2) 8:30am-5pm (Instructor: Claire Meinert)	17 Annual Refresher (BBP, HIPAA, etc...) 1pm-3pm	18 Med Admin – Level 1 (Part 2 of 2) 8:30am-5pm (Instructor: Claire Meinert) <b>PAYDAY!</b>	19 New Employee Orientation 8:30am-5pm <i>Time &amp; Mileage Due 9am</i>	20 ISL Nurse-Delegated Trainings* 8:45am-1:00pm (Instructor: Claire Meinert) *Epi-pen only 8:45am–9:00am)	21
22	23 Med Refresher 9am-1pm (Instructor: Claire Meinert)	24 Health and Safety (Core) 9am-12pm  Person-Centered Planning (Core) 12:30pm-3:30pm	25 CPR/First Aid 5pm-8:30pm (Instructor: Alli Sgroi)	26 Mandt 9am-5pm (Instructor: Rob Cowell) <i>Time &amp; Mileage Due 9am</i>	27 Back Safety (Transfers/Lifts) 9:30am-11:30am (Inst: Summit Safety)  Seizure Disorders 11:30am-12:30pm (May also be completed online; make appointment with Rob).	28
29	30 Annual Refresher (BBP, HIPAA, etc...) 5pm-7pm (Instructor: Alli Sgroi)	May 1 Med Admin – Level 1 (Part 1 of 2) 8:30am-5pm (Instructor: Claire Meinert)	May 2 New Employee Orientation 8:30am-5pm <b>PAYDAY!</b>	May 3 Med Admin – Level 1 (Part 2 of 2) 8:30am-5pm (Instructor: Claire Meinert) <i>Time &amp; Mileage Due 9am</i>	May 4	May 5