


# January 2019

## 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 Johanna Elkana at 636-757-0561 or e-mail her at [johannae@willowswway.org](mailto:johannae@willowswway.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 Johanna Elkana 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.** Please note: **Bridges 2 day med classes must be taken within the same week.** To register for a Bridges class, contact Johanna.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Dec 30	Dec 31	 <p>Jan 1 Willows Way offices closed</p>	2	<p>3 <u>Annual Refresher</u> 9am-11am Instructors: Johanna E. and Allen H.</p> <p><i>Time &amp; Mileage Due 9am</i></p>	<p>4 <u>CPR/First Aid</u> 9:00 am - 12:30 pm Instructor: Allen H. <i>Lower Level</i></p>	<p>5 <u>Medication Refresher</u> 9:30am-3:30pm <i>*At Bridges*</i></p>
6	<p>7 <u>New Employee Orientation</u> 9am-5pm Instructors: Johanna E. and Allen H</p>	8	<p>9 <u>Med Admin Level 1 Day 1</u> 9am-5pm <i>*At Bridges*</i></p>	<p>10 <u>Positive Supports Orientation</u> 9am-5pm Instructors: Johanna E. and Allen H.</p> <p><u>Medication Refresher</u> 9:30am-3:30pm <i>*At Bridges*</i></p> <p><i>Time &amp; Mileage Due 9am</i></p>	<p>11 <u>Med Admin Level 2 Day 2</u> 9am-5pm <i>*At Bridges*</i></p>	<p>12 <u>MANDT</u> 9am-5pm Instructor: Alli Sgroi <i>Lower Level</i></p>
13	<p>14 <u>(Part of the WW Team)</u> 9am-12pm Instructor: Allen H. <u>(Positive Supports)</u> 12:30pm-3:30pm Instructor: Allen H.</p>	<p>15 <u>Med Admin Level 1 Day 1</u> 9am-5pm <i>*At Bridges*</i></p>	16	<p>17 <u>Med Admin Level 1 Day 2</u> 9am-5pm <i>*At Bridges*</i></p> <p><i>Time &amp; Mileage Due 9am</i></p>	<p>18 <u>New Employee Orientation</u> 9am-5pm Instructors: Johanna E. and Allen</p>	19
20	<p>21 Martin Luther King Day Willows Way Offices Closed</p>	<p>22 <u>CPR/First Aid</u> 5:00 pm - 8:30 pm Instructor: Alli Sgroi <i>Lower Level</i></p>	<p>23 <u>Positive Supports Orientation</u> 9am-5pm Instructors: Johanna E. and Allen</p> <p><u>Med Admin Level 1 Day 1</u> 9am-5pm <i>*At Bridges*</i></p>	<p>24 <u>(Health and Safety)</u> 9am-12pm Instructor: Allen H. <u>(Person Centered Planning)</u> 12:30pm-3:30pm Instructor: Allen H.</p> <p><i>Time &amp; Mileage Due 9am</i></p>	<p>25 <u>Back Safety (Transfers/Lifts)</u> 9:30am-11:30am Inst: Amazima Safety <u>Seizure Disorders</u> 11:30am-12:30pm Instructor: Allen H. <i>Lower Level</i></p> <p><u>Med Admin Level 1 Day 2</u> 9am-5pm <i>*At Bridges*</i></p>	26
27	<p>28 <u>MANDT</u> 9am - 5 pm Instructor: Duane Mathis <i>Lower Level</i></p>	<p>29 <u>Med Admin Level 1 Day 1</u> 9am-5pm <i>*At Bridges*</i></p> <p><u>Annual Refresher</u> 5:30pm - 7:30pm Instructor: Allen H</p>	<p>30 <u>CPR/First Aid</u> 9:00 am - 12:30 pm Instructor: Allen H. <i>Lower Level</i> <u>ISL Nurse-Delegated Trainings*</u> 1 pm-5pm <i>*Epi-pen only 8:45am-9:15am</i> Instructor: Linda Rodgers</p>	<p>31 <u>Med Admin Level 1 Day 2</u> 9am-5pm <i>*At Bridges*</i></p> <p><i>Time &amp; Mileage Due 9am</i></p>	<p>Feb 1</p>	<p>Feb 2</p>