



January 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 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
Dec. 31	1  Willows Way Offices are closed.	2	3 New Employee Orientation 9am-5pm	4 <i>Time & Mileage Due 9am</i>	5 Mandt 10am-6pm (Instructor: Duane Mathis)	6
7	8 ISL Nurse-Delegated Trainings* 12pm-3:15ppm (Instructor: Claire Meinert) *Epi-pen only 12pm – 12:15pm)	9 Med Admin – Level 1 (Part 1 of 2) 8:30am-5pm (Instructor: Claire Meinert)	10 Annual Refresher (BBP, HIPAA, etc...) 9am-11am PAYDAY!	11 Med Admin – Level 1 (Part 2 of 2) 8:30am-5pm (Instructor: Claire Meinert) CPR/First Aid 5pm-8:30pm (Instructor: Alli Sgroi) <i>Time & Mileage Due 9am</i>	12 Being Part of the Willows Way Team (Core) 9am-12pm Positive Supports (Core) 12:30pm-3:30pm	13
14	15  Martin Luther King Jr. Day Willows Way Offices are closed.	16	17 Mandt 10am-6pm (Instructor: Duane Mathis)	18 ISL Nurse-Delegated Trainings* 8:45am-12pm (Instructor: Claire Meinert) *Epi-pen only 8:45am – 9am) <i>Time & Mileage Due 9am</i>	19 Med Refresher 9am-1pm (Instructor: Claire Meinert)	20
21	22 Med Admin – Level 1 (Part 1 of 2) 8:30am-5pm (Instructor: Claire Meinert)	23 Med Admin – Level 1 (Part 2 of 2) 8:30am-5pm (Instructor: Claire Meinert)	24 Health and Safety (Core) 9am-12pm Person-Centered Planning (Core) 12:30pm-3:30pm PAYDAY!	25 CPR/First Aid 9am-12:30pm (Instructor: Rob Cowell) <i>Time & Mileage Due 9am</i>	26 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).	27 Mandt 10am-6pm (Instructor: Alli Sgroi)
28	29 Annual Refresher (BBP, HIPAA, etc...) 5pm-7pm	30	31	Feb. 1 <i>Time & Mileage Due 9am</i>	Feb. 2 Mandt 10am-6pm (Instructor: Duane Mathis)	Feb. 3