


# July 2018

## Willows Way Training

(All trainings on this calendar are held at Willows Way unless specified ..... 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 12:30 pm - 4:00 pm (Instructor: Rob Cowell)	3	4 Willows Way Offices are closed 	5 Annual Refresher (BBP, HIPAA, etc...) 10 am – 12 Noon (Instructor: Rob Cowell) <i>Time &amp; Mileage Due 9am</i>	6 Med Refresher 9am-1pm (Instructor: Claire Meinert)	7
8	9 Med Admin – Level 1 (Part 1 of 2) 8:30am-5pm (Instructor: Claire Meinert)	10 ISL Nurse-Delegated Trainings* 1:00pm-5:15pm (Instructor: Claire Meinert) *Epi-pen only 1:00pm– 1:15pm)	11 Med Admin – Level 1 (Part 2 of 2) 8:30am-5pm (Instructor: Claire Meinert)	12 New Employee Orientation 8:30am-5pm  <i>Time &amp; Mileage Due 9am</i>	13 MANDT 9am – 5 pm (Instructor: Rob Cowell)	14
15	16	17 Health and Safety (Core) 9am-12pm  Person-Centered Planning (Core) 12:30pm-3:30pm	18 CPR/First Aid 5:30 pm - 8:30 pm (Instructor: Alli Sgroi)	19 Being Part of the Willows Way Team (Core) 9am-12pm Positive Supports (Core) 12:30pm-3:30pm <i>Time &amp; Mileage Due 9am</i>	20	21 MANDT 9am – 5 pm (Instructor: Alli Sgroi)
22	23 Med Refresher 9am-1pm (Instructor: Claire Meinert)  Annual Refresher (BBP, HIPAA, etc...) 5:30pm - 7:30pm (Instructor: Alli Sgroi)	24 Med Admin – Level 1 (Part 1 of 2) 8:30am-5pm (Instructor: Claire Meinert)	25 New Employee Orientation 8:30am-5pm	26 Med Admin – Level 1 (Part 2 of 2) 8:30am-5pm (Instructor: Claire Meinert) <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 CPR/First Aid 9am-12:30pm (Instructor: Allen Hewerdine)	31	AUG 1 Mandt 9am-5pm (Instructor: Rob Cowell)	AUG 2 Annual Refresher (BBP, HIPAA, etc...) 9am-11am (Instructor: Allen Hewerdine)  <i>Time &amp; Mileage Due 9am</i>	AUG 3	AUG 4