

November 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 Johanna Elkana at 636-757-0561 or e-mail her at johanna@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 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. Denotes training on Lower Level.

Sun Mon Tue Wed Thu Fri Sat

Oct 28	Oct 29	Oct 30	Oct 31	Nov 1	2 Annual Refresher (BBP, HIPAA, etc...) 9am-11am	3 MANDT 9am – 5 pm (Instructor: Alli Sgroi)
4	5 CPR/First Aid 9:00 am - 12:30 pm (Instructor: Allen Hewerdine)	6 Part of the Willows Way Team 9am-12pm Positive Supports 12:30pm-3:30pm	7 New Employee Orientation 8:30am-5pm	8 Health and Safety 9am-12pm Person-Centered Planning 12:30pm-3:30pm <i>Time & Mileage Due 9am</i>	9 Med Refresher 9am-1pm (Instructor: Claire Meinert)	10
11	12 Med Admin – Level 1 (Part 1 of 2) 8:30am-5pm (Instructor: Claire Meinert)	13	14 Med Admin – Level 1 (Part 2 of 2) 8:30am-5pm (Instructor: Claire Meinert)	15 <i>Time & Mileage Due 9am</i>	16 ISL Nurse-Delegated Trainings* 8:45 am-1 pm (Instructor: Claire Meinert) *Epi-pen only 8:45am–9:15am)	17
18	19 MANDT 9am – 5 pm (Instructor: Allen Hewerdine)	20 Annual Refresher (BBP, HIPAA, etc...) 5:30pm - 7:30pm (Instructor: Allen Hewerdine)	21 <i>Time & Mileage Due 9am</i>	22  WW office closed	23 Thanksgiving Holiday Willows Way office is closed	24
25	26 CPR/First Aid 5:00 pm - 8:30 pm (Instructor: Alli Sgroi)	27 New Employee Orientation 8:30am-5pm	28	29 Annual Refresher (BBP, HIPAA, etc...) 9am-11am	30 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 Allen).	Dec 1