

TRAIN THE TRAINER II

MAY 16, 2012 & MAY 17, 2011

8:30 AM TO 5:30 PM

**SUMMIT EVENT CENTER, 411 SABLE BLVD NORTH,
AURORA, CO 80011**

DAY 1 -WEDNESDAY

8:30 AM - 9:00 AM – Registration

9:00 – 10:30 AM

Welcome, Introduction, Housekeeping - Lecture/Discussion Elaine Graves.

- Applicable HCBS and Colorado Licensure Regulations*
- § Infection Control using Standard Precautions**, Hand Washing and Bag Technique **
- § Basic First Aid and Home Safety **

10:30-10:45 Break

10:45-11:45 Body Mechanics and Home Safety, Jane Schurter, PT

11:45 lunch break

12:15-1:15 PM - Personnel Management * Lecture

Elaine Graves. RN

Qualifications, experience, competency testing, evaluations, training, and supervision;*

- § Scheduling, Staffing Methodologies;*
- § Orientation, Continuing Education;*
- § Expectations of staff, consumer dignity, independence, self-determination, privacy, choices, & rights;**
- § Special Needs Coordination; Deal with common problems and behaviors;**
- § Time Management.

1:15- 4:30 with break

**Personal Care Tasks –Lecture of Personal Care Tasks with Full Group Demonstration,
Then Small group return demonstrations**

Pam Farrell, RN, Fran Moore. RN, Jane Schurter, PT,

- § Skin Care, Hair Care, Nail Care, Foot Care, Mouth Care, Shaving,
- § Feeding the Client;
- § Medication Reminding; Temperature, and Pulse (for private duty agencies);

4:30-5:00 PM - Q& A, Sharing, Tests

5:30 PM - Adjournment for the day.

Topics covered in Chapter XXVI:

*** Section 8.3 Manager training topics**

**** Section 8. 6(E)(1)-(4) Supervisory and Direct Care staff continuing education topics**

TRAIN THE TRAINER II

DAY 2 – THURSDAY

8:30 AM to 9:00 AM – Registration

9:00 – 10:00 AM

Principles of Teaching the Adult Learner, Fran Moore, RN

10:00 – 11:00

Scenarios for Determining Unskilled Versus Skilled Tasks Nita Barchus, PT

11:00-11:15 AM – Break

11:15 - 12:15 PM Lecture/Discussion

Pam Farrell, RN, Elaine Graves, RN, Fran Moore, RN, Nita Barchus, PT

Personal Care Lecture and Full group Demonstration

- Ambulation, Exercise, Transfers, Toileting
- Dressing, Positioning, Bed Bath
- Tub Bathing and shower
- Bed-Making (Empty and Occupied) and bed bath

12:15-1:15 PM – Working Lunch, Claudette Hertner, LCSW

Questions you always wanted to ask but never knew anyone who had the answers!!

§ *, **& Abuse and neglect, Prevention, and Reporting Requirements

§ *, **Behavior Management issues. What do we do when:

- Client/family live in dirty home with inadequate/broken furniture;
- Won't do what I think they should;
- Smokes with Oxygen present;
- Won't restrain scary animals;
- Client wanders and disappears for days without notice;
 - § Is cared for by drunken and/or abusive, threatening adult children;
 - § Is cared for by son who has been imprisoned twice for Rape.

§ ***Please send or be prepared to ask any questions we may have missed.***

1:15-3:30 PM Return demonstrations

Continuation of Personal Care Small Group Demonstration and Skills Validation

§ **Stations 1& 2: Nita Barchus, PT, Jane Shurter, PT**

Ambulation, Exercise; Transfers including transfers for Tub Bath, shower and Toilet;

Dressing, Positioning (**Station with boxes for baths, showers**)

§ **Station 3, 4 and 5 Pam Farrell, RN, Elaine Graves, RN, Fran Moore, RN**

§ Bed-Making (Empty and Occupied)

§ Ostomy bag, catheters, and urinary drainage system, oxygen tubing, etc.

§ Personal hygiene with toileting

3:30 - 4:30 PM

Demonstration and Skills Validation

- § Assisting with use of specific, adaptive equipment.
- § Housekeeping, homemaking tasks, and protective oversight;
- § Maintenance of a clean, safe, and healthy environment.

4:30 - 5:30 PM

Q& A, Sharing, Tests,

5:30 PM - Adjournment

Topics covered in Chapter XXVI:

* **Section 8.3 Manager training topics**

** **Section 8. 6(E)(1)-(4) Supervisory and Direct Care staff continuing education topics**

MEG Associates is an approved provider of continuing nursing education by the Colorado Nurses Association, an accredited approver by the American Nurses Credentialing Center's Commission on Accreditation. The Colorado Department of Public Health and Environment (CDPHE) accepts ANCC accreditation for Colorado Home Care Agency education.

Continuing Education Credit:

Upon satisfactory completion of the program, participants will receive documentation of PCP/PCW training and skills validation and certificates documenting 16 hours of continuing education. To receive certificates and continuing education credit, participants must participate in the entire session, submit an evaluation, and successfully complete post-tests with a passing score of 80% or better.

Disclosures:

- § Conflict of Interest: Planners and faculty have declared no conflict of interest.
- § Sponsorship: There is no sponsorship for this event.
- § Commercial Support: There is no commercial support for this event.

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MEG Associates Consulting Group, Inc.

Consultation and Education for Community Agencies

TRAIN THE TRAINER

WEDNESDAY AND THURSDAY 5/16/2012 & 5/17/2012

REGISTRATION BEFORE 5/01/2012 -- 10% DISCOUNT!

REGISTRATION AFTER 5/14/2012 – FULL PRICE – NO DISCOUNTS!

SUMMIT CONFERENCE CENTER

411 Sable Boulevard North, Aurora, CO 80011

Registration is limited to the first 50 registrants.

Name/Credentials: _____
Agency: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____
Email Address: _____

Registration: 2 Days - \$400 per person 1 Day only - \$250 per person

\$125 per person per day for additional registrant over 2 persons

Discount-Eligible Agencies: MEG Associates clients, Public Health & 501(C)(3)'s

Handouts = *Train the Trainer Manual* - No charge to all participants (Standard price = \$200)

| Registration: | 5/16 | 5/17 | Disc | Amount |
|---|------|------|------|--------|
| MEG Clients = \$500 In-Services or Products within the last year | | | 20% | |
| Non-Profit = 501(C)(3)'s or County Public Health Agencies | | | 25% | |
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| Additional registrants - 3 rd or more - \$125 per person per day | | | | |
| Late Registration 5/14/2012 – No Discounts – No Exceptions | | | | |
| Total Amount Due | | | | \$ |

MasterCard VISA Amex Discover Check # _____

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PAYMENTS: Credit card with above registration form - Fax to **303.536.4279** or phone to **303-536- 0614**

Checks - Mail in advance to: MEG Associates Consulting Group, Inc. 227 Bernard Ct, Fort Lupton, CO80621.

HANDOUTS: *Train the Trainer Manual* - No charge to all participants (Standard price = \$200)

CANCELLATIONS:

Cancellations 10 days or more before program get full payment refund. - Cancellations 5 to 9 days before program may apply payment to future program **minus** \$50.00 administrative fee. - Cancellations less than 4 days before program forfeit all fees.

QUESTIONS? Please call **303-536-0614** or email megassociates@aol.com