


April 2019

Monday	Tuesday	Wednesday	Thursday	Friday	
1 April Fool's Day	2 <u>Orientation begins</u> 1:30-3pm Abuse & Neglect 3-3:45pm Confidentiality & HIPAA 3:45-4:45pm Mission, Philosophy & Goals	3 8-8:45am Away from Supervision 8:45-9:15am Individual Rights 12:45-1:15pm Safe Lifting 1:15-2:45pm OSHA Nursing 2:45-3:15pm Drive Smart	4 8:30-4:30pm AHA CPR & AHA First Aid (Must sign up)	5 12-1pm Intro to CQI/POC 2-2:30pm PC Advocacy/Legal Aid 2:30-3:30pm Intro to ABA 3:30-4:30pm Trauma Payday!	
8 9:30-10:15am Child Nutrition & Civil Rights 10:45-12:15pm OSHA Safety Manual 1:45-3:15pm ServSafe	9 8-8:30am Documentation 9-10am Human Growth & Development 10-10:30am Normalcy & Prudent Parenting Standard 10:30-11am Cultural Diversity 11-11:30am Sensitivity to Sexual Identity 12-1pm Conflict Resolution 2:30-3:15pm Suicide Prevention	10 8:30-12 p.m. Safety Care Training Part 1 1-4:30 p.m. Safety Care Training Part 1 <i>11-1pm</i> <i>Family Support Group</i>	11 8:30-12 p.m. Safety Care Training Part 2 1-4:30 p.m. Safety Care Training Part 2	12 8:30-10am Food Handler's @ Health Department (Call & Sign Up @ 304- 496-9641) 8:30-12 p.m. Safety Care Training Part 3 1-4:30 p.m. Safety Care Training Part 3	
15 7:30-8am Ethics Refresher 8-8:30am Sensitivity to Sexual Identity 2-3pm Abuse & Neglect	16 7:30-8am Individual Rights 2-2:30pm Documentation	17 <i>11-3pm</i> <i>Karen & Stephanie to a Job</i> <i>Fair in Keyser</i> 8:30-4:30pm Safety Care Recert (Must sign up)	18 7:30-8:30am Abuse & Neglect 2-2:30pm Confidentiality & HIPAA 2:30-3pm Documentation	19 <i>Good Friday</i> Payday!	
22 7:30-8am Normalcy & Prudent Parenting Standard 9:15-9:45am Normalcy & Prudent Parenting Standard 2-2:30pm Confidentiality & HIPAA 2:30-3pm Documentation	23 8:30-4:30pm AHA CPR & AHA First Aid (Must sign up) 2-3pm Intro to ABA <i>6pm Board Dinner</i> <i>7pm Board Meeting</i>	24 7:30-8am Child Nutrition & Civil Rights 8-8:30am Away from Supervision 8:30-9am Individual Rights 9-10:30am Safety Manual 10:30-11am Drive Smart 11-11:30am Ethics Refresher 1-2pm Human Growth & Development 2-3pm Residential Manual	25 7:30-8am Sensitivity to Sexual Identity 9:15-9:45am Sensitivity to Sexual Identity 1:30-2pm Conflict Resolution 2-3pm Residential Manual	26 	
29 7-7:30am Safe Lifting 9:15-9:45am Drive Smart 9:45-10:15am Safe Lifting 2-2:30pm Drive Smart 2:30-3pm Safe Lifting	30 7:30-8:30am Residential Manual 9:15-10:15am Residential Manual 2-3pm Residential Manual				<p>Note: Employees are required to sign-up for CPR and Safety-Care recertification courses in advance in order to be guaranteed a spot in the class.</p> <p><u>Ext 137 or S-comm to Stephanie</u></p> <hr/> <p>~~Training schedule is subject to change as necessary, especially during inclement weather or when a new orientation is scheduled. Please verify the date and time of training in advance.~~</p>