

**Division of Mental Retardation Services  
West Tennessee Regional Office (WTRO)**

**Training Calendar  
July - September 2009**

- Please distribute this calendar to staff within your agency
- **Classes will begin promptly as listed**
- **Registration is required for all training. Please use the College of Direct Support for registration and cancellation, as applicable. You may also notify Staff Development if someone is unable to attend training.**

For training information in West Tennessee please contact:

Jensie Fields, Training Officer, 901.745.7838     [jensie.fields@tn.gov](mailto:jensie.fields@tn.gov)  
Carolyn Ojuri, Regional Trainer, 901.745.7944     [carolyn.ojuri@tn.gov](mailto:carolyn.ojuri@tn.gov)  
Eunice Spencer, Regional Trainer, 731.421.5165     [eunice.spencer@tn.gov](mailto:eunice.spencer@tn.gov)

- **Please note that the following schedule is subject to change.** Contact Jensie, Carolyn, Eunice or other applicable person(s) for current information
- **To register for the following training, please contact the person listed:**

**Medication Administration for Unlicensed Personnel – Debra Seay**     [debra.seay@tn.gov](mailto:debra.seay@tn.gov)

**Grier Appeals Process training – Libby Taylor**     [libby.taylor@tn.gov](mailto:libby.taylor@tn.gov)     901.745.7327

**Therapeutic Services Team - Cindy Marbry**     [cindy.marbry@tn.gov](mailto:cindy.marbry@tn.gov)     901.745.7580

Orientation and Falls: Causes and Preventive Strategies  
Sign Language  
Supporting People Who are Deaf-Blind  
Aspiration Overview

**Challenges in Physical Management and Mealtime Challenges**

Pat Walton     [pat.walton@tn.gov](mailto:pat.walton@tn.gov)     901.745.7592

**WTRO Training Locations:**

- 11427 Milton Wilson Road, Arlington; 901.745.7200
- 37 Executive Drive, Jackson; 731.423.5670

<b>DATE/TIME</b>	<b>TYPE OF TRAINING</b>	<b>TOPIC/ INSTRUCTOR</b>	<b>TARGETED PARTICIPANTS</b>	<b>LOCATION</b>
7/6 and 7/7/09  10:00 a.m. to 4:30 p.m.	Seminar  <b>Register with Jim Walker @ <a href="mailto:jim.walker@tn.gov">jim.walker@tn.gov</a></b>	Person Centered Thinking  Jim Walker  <b>Must attend both days</b>	Provider and ISC agencies, WTRO staff, families, guardians	Division of Rehabilitation Services Conference Room  225 Martin Luther King Boulevard Jackson, TN
7/7/09  1:30 – 4:00 p.m.	Competency-based  Train-the-trainer	Abuse Prevention	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Arlington  Mark Twain 5 Classroom 3
7/07/09  9:00 a.m.- 1:00 p.m.	Competency-based  Train-the-trainer	Protection From Harm  Sharon Miller-Bowles	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Jackson  Training Room
7/8 and 7/9/09  9:00 a.m. – 4:00 p.m.	Pre-Service  Core Training	Independent Support Coordination Session Three  Eunice Spencer	ISC's and Regional Office Case Managers who have completed Sessions One and Two	WTRO – Jackson  Conference Room
7/10/09  9:00 a.m. - Noon	Seminar  <b>Register with Stacey Dixon @ <a href="mailto:stacey.dixon@tn.gov">stacey.dixon@tn.gov</a></b>	Developing Person Centered Outcomes and Actions  Stacey Dixon and Jim Walker	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Arlington  Mark Twain 5 Classroom 2
7/16/09  9:00 a.m. - Noon	Competency-based	Effective Training Techniques  Eunice Spencer	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Jackson  Training Room
7/16/09  1:00 – 3:00 p.m.	Competency-based  Train-the-trainer	Title VI  Eunice Spencer	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Jackson  Training Room
7/21 and 7/22/09  9:00 a.m. – 4:00 p.m.	Pre-Service  Core Training	Independent Support Coordination Session One  Carolyn Ojuri	ISC's and Regional Office Case Managers	WTRO – Arlington  Mark Twain 5 Classroom 3

7/23/09  5:00 – 7:00 p.m.	Orientation	Home Manager Certification Program  <b>Please contact Regina Boyd</b> 901.745.7942 <a href="mailto:regina.boyd@tn.gov">regina.boyd@tn.gov</a>	Provider agency Direct Support Professionals	WTRO – Arlington  Mark Twain 5 Classroom 2
7/24/09  9:00 a.m. - Noon	Seminar  <b>Register with Stacey Dixon @</b> <a href="mailto:stacey.dixon@tn.gov">stacey.dixon@tn.gov</a>	Developing Person Centered Outcomes and Actions  Stacey Dixon and Jim Walker	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Arlington  Mark Twain 5 Classroom 2
8/04/09  9:00 a.m.- 1:00 p.m.	Competency-based  Train-the-trainer	Protection From Harm  Sharon Miller-Bowles	Provider and ISC agencies, WTRO staff, families, guardians	WTRO Arlington  Mark Twain 5 Classroom 3
8/4 and 8/5/09  9:00 a.m. to 3:30 p.m.	Seminar  <b>Register with Jim Walker @</b> <a href="mailto:jim.walker@tn.gov">jim.walker@tn.gov</a>	Person Centered Thinking  Jim Walker  <b>Must attend both days</b>	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Arlington  Mark Twain 5 Classroom 2
8/6/09  1:30 – 4:00 p.m.	Competency Based  Train-the-Trainer	Sensitivity and Ethics  Carolyn Ojuri	Provider and ISC Agencies, WTRO Staff, Families, Guardians, Advocates	WTRO Arlington  Mark Twain 5 Classroom 3
8/13/09  8:30 a.m. – 3:30 p.m.	Orientation	New Provider Orientation  Carolyn Ojuri	New Providers	WTRO – Arlington  Mark Twain 5 Classroom 2
8/13/09  9:00 a.m. - Noon	Competency-based  Train-the-trainer	Abuse Prevention  Eunice Spencer	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Jackson  Training Room
8/18 and 8/19/09  9:00 a.m. – 4:00 p.m.	Pre-Service  Core Training	Independent Support Coordination Session Two  Carolyn Ojuri	ISC's and Regional Office Case Managers who have completed Session One	WTRO – Arlington  Mark Twain 5 Classroom 3

8/20/09 9:00 a.m. - Noon	Competency-based Train-the-trainer	Intro to MR/DD Eunice Spencer	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Jackson Training Room
9/3/09 9:00 a.m. – Noon	Competency-based Train-the-trainer	Sensitivity/Ethics Eunice Spencer	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Jackson Training Room
9/03/09 9:00 a.m.- 1:00 p.m.	Competency-based Train-the-trainer	Protection From Harm Sharon Miller-Bowles	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Jackson Conference Room
9/9 and 9/10/09 9:00 a.m. – 4:00 p.m.	Pre-Service Core Training	Independent Support Coordination Session One Eunice Spencer	ISC’s and Regional Office Case Managers	WTRO – Jackson Conference Room
9/10/09 1:30 – 4:00 p.m.	Competency-based	Effective Training Techniques Carolyn Ojuri	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Arlington Mark Twain 5 Classroom 3
9/16 and 9/17/09 9:00 a.m. – 4:00 p.m.	Pre-Service Core Training	Independent Support Coordination Session Three Carolyn Ojuri	ISC’s and Regional Office Case Managers who have completed Sessions One and Two	WTRO – Arlington Mark Twain 5 Classroom 3
9/23/09 1:30 – 4:00 p.m.	Competency-based Train-the-trainer	Title VI Carolyn Ojuri	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Arlington Mark Twain 5 Classroom 3
	<b>Mealtime Challenges and Challenges in Physical Management</b>	<b>Please contact</b> <a href="mailto:pat.walton@tn.gov">pat.walton@tn.gov</a>	<b>Pat Walton</b> <b>901.745.7592</b>	
<b>DATE/TIME</b>	<b>TYPE OF TRAINING</b>	<b>TOPIC/ INSTRUCTOR</b>	<b>TARGETED PARTICIPANTS</b>	<b>LOCATION</b>
7/7 and 7/8/09 9:00 a.m. – 4:30 p.m.	Competency-based	Challenges in Physical Management Pat Walton, PTA Regina Barker, COTA/L	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Arlington Mark Twain 3 Training room

7/21 and 7/22/09  9:00 a.m. – 4:30 p.m. (day 1)  9:00 a.m. - Noon (day 2)	Competency-based	Mealtime Challenges  Pat Walton, PTA Regina Barker, COTA/L	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Arlington  Mark Twain 3 Training room
8/4 and 8/5/09  9:00 a.m. – 4:30 p.m.	Competency-based	Challenges in Physical Management  Pat Walton, PTA Regina Barker, COTA/L	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Arlington  Mark Twain 3 Training room
8/18 and 8/19/09  9:00 a.m. – 4:30 p.m. (day 1)  9:00 a.m. - Noon (day 2)	Competency-based	Mealtime Challenges  Pat Walton, PTA Regina Barker, COTA/L	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Arlington  Mark Twain 3 Training room
9/15 and 9/16/09  9:00 am – 4:30 p.m.	Competency-based	Challenges in Physical Management  Pat Walton, PTA Regina Barker, COTA/L	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Arlington  Mark Twain 3 Training room
9/29 and 9/30/09  9:00 a.m. – 4:30 p.m. (day 1)  9:00 a.m. - Noon (day 2)	Competency-based	Mealtime Challenges  Pat Walton, PTA Regina Barker, COTA/L	Provider and ISC agencies, WTRO staff, families, guardians	WTRO – Arlington  Mark Twain 3 Training room
	<b>Therapeutic Services</b>	<b>Please contact</b> <a href="mailto:cindy.marbry@tn.gov">cindy.marbry@tn.gov</a>	<b>Cindy Marbry</b> <b>901.745.7580</b>	
<b>DATE/TIME</b>	<b>TYPE OF TRAINING</b>	<b>TOPIC/ INSTRUCTOR</b>	<b>TARGETED PARTICIPANTS</b>	<b>LOCATION</b>
7/9/09  8:00 a.m. - 4:30pm	In-service	Supporting People Who are Deaf/Blind  Therapeutic and Day Services	Direct Support Professionals, ISCs, therapists, medical professionals, WTRO staff, family members, others with this interest	WTRO-Arlington  Mark Twain 3 Training Room

7/16/09 9:00 a.m.- Noon	In-service	An Overview of Communication  Therapeutic Services	Direct Support Professionals, ISCs, therapists, medical professionals, WTRO staff, family members, others with this interest	WTRO-Arlington  Mark Twain 3 Training Room
7/28/09 9:00 a.m. – Noon	In-service	Therapy Services Orientation  Marie Isbell	New therapy providers	WTRO-Arlington  Mark Twain 3
8/13/09 8:00 a.m. – 4:30 p.m.	In-service	Supporting People Who are Deaf/Blind  Therapeutic and Day Services	Direct Support Professionals, ISCs, therapists, medical professionals, WTRO staff, family members, others with this interest	WTRO-Arlington  Mark Twain 3 Training Room
8/14/09 9:00 a.m. – Noon	In-service	An Overview of Communication  Therapeutic Services	Direct Support Professionals, ISCs, therapists, medical professionals, WTRO staff, family members, others with this interest	WTRO-Arlington  Mark Twain 3 Training Room
8/20/09 9:00 a.m. – Noon	In-service	Therapy Services Orientation  Marie Isbell	New Therapy providers	WTRO-Arlington  Mark Twain 3
8/25/09 8:00 a.m. – Noon	In-service	Aspiration Overview  Therapeutic Services	Direct Support Professionals, ISCs, therapists, medical professionals, WTRO staff, family members, others with this interest	WTRO-Arlington  Mark Twain 3 Training Room
9/10/09 8:00 a.m. – 4:30 p.m.	In-service	Supporting People Who are Deaf/Blind  Therapeutic and Day Services	Direct Support Professionals, ISCs, therapists, medical professionals, WTRO staff, family members, others with this interest	WTRO-Arlington  Mark Twain 3 Training Room

9/17/09  9:00 a.m. - Noon	In-service	An Overview of Communication  Therapeutic Services	Direct Support Professionals, ISCs, therapists, medical professionals, WTRO staff, family members, others with this interest	WTRO-Arlington  Mark Twain 3 Training Room
9/22/09  9:00 a.m. – Noon	In-service	Therapy Services Orientation  Marie Isbell	New Therapy Providers	WTRO-Arlington  Mark Twain 3
	<b>Nursing/Health Education</b>	<b>Please contact</b> <a href="mailto:leah.mcwain@tn.gov">leah.mcwain@tn.gov</a>	<b>Leah McWain</b> <b>901.745.7360</b>	

**Additional health related trainings such as Diabetes Mellitus, DM and insulin Administration, Epi-Pen, Medication Self-Administration, Breast Exams, Understanding Psychiatric Issues and DSM IV, Discharge Planning, When to Seek Medical Help, How to ask questions, Supporting Individuals with DD and Death Reporting are scheduled upon request.**

<b>DATE/TIME</b>	<b>TYPE OF TRAINING</b>	<b>TOPIC/ INSTRUCTOR</b>	<b>TARGETED PARTICIPANTS</b>	<b>LOCATION</b>
7/1/09  9:30 a.m. – 3:30 p.m.	Competency-based	Physical Status Review  Leah McWain, RN Nurse Educator	Provider agencies, direct support professionals, ISC's, Guardians, nurses	WTRO – Jackson  Training Room
7/2/09  9:30 a.m. – 4:30 p.m.	Competency-based	Physical Status Review  Leah McWain, RN	Provider agencies, direct support professionals, ISC's, Guardians, nurses	WTRO - Arlington  Davy Crockett 2  Training Room
7/8/09  9:30 a.m. – 3:00 p.m.	Competency-based	Seizure Training  Leah McWain, RN Nurse Educator	Provider agencies, ISC, Families, Guardians, Advocates	WTRO – Jackson  Training Room
7/10/09  9:30 a.m. – 3:00 p.m.	Competency-based	Seizure Training  Leah McWain, RN Nurse Educator	Provider agencies, direct support professionals, ISC's, Guardians, nurses	WTRO – Arlington  Davy Crockett 2  Training Room

<p>7/22/09</p> <p>9:30 a.m. – 11:00 a.m.</p> <p>11:30 a.m. – 1:00 p.m.</p>	Competency-based	<p>HealthCare Oversight Form</p> <p>Revised Health Passport</p> <p>Leah McWain, RN Nurse Educator</p>	<p>Provider agencies, direct support professionals, ISC's, Guardians, nurses</p>	<p>WTRO – Jackson</p> <p>Training Room</p>
<p>7/24/09</p> <p>9:30 a.m. – 11:00 a.m.</p> <p>11:30 a.m. – 1:00 p.m.</p>	Competency-based	<p>HealthCare Oversight Form</p> <p>Revised Health Passport</p> <p>Leah McWain, RN Nurse Educator</p>	<p>Provider agencies, direct support professionals, ISC's, Guardians, nurses</p>	<p>WTRO – Arlington</p> <p>Davy Crockett 2</p> <p>Training Room</p>
<p>8/5/09</p> <p>9:30 a.m. – 12:30 p.m.</p>	Competency-based	<p>Medication Variance</p> <p>Leah McWain, RN Nurse Educator</p>	<p>Provider agencies, direct support professionals, nurses</p>	<p>WTRO – Jackson</p> <p>Training Room</p>
<p>8/7/09</p> <p>9:30 a.m. – 12:30 p.m.</p>	Competency-based	<p>Medication Variance</p> <p>Leah McWain, RN Nurse Educator</p>	<p>Provider agencies, direct support professionals, nurses</p>	<p>WTRO – Arlington</p> <p>Davy Crockett 2</p> <p>Training Room</p>
<p>8/12/09</p> <p>9:30 a.m. – 1:00 p.m.</p>	Competency-based	<p>Diabetes Mellitus</p> <p>Leah McWain, RN Nurse Educator</p>	<p>Provider agencies</p>	<p>WTRO – Jackson</p> <p>Training Room</p>
<p>8/14/09</p> <p>9:30 a.m. – 1:00 p.m.</p>	Competency-based	<p>Diabetes Mellitus</p> <p>Leah McWain, RN Nurse Educator</p>	<p>Provider agencies</p>	<p>WTRO – Arlington</p> <p>Davy Crockett 2</p> <p>Training Room</p>

8/24/09 9:30 a.m. – 11:30 a.m.	Competency-based	Standard Precautions  Leah McWain, RN Nurse Educator	Provider agencies and Regional office staff	WTRO – Jackson  Training Room
8/28/09 9:30 a.m. – 11:30 a.m.	Competency-based	Standard Precautions  Leah McWain, RN Nurse Educator	Provider agencies and Regional office staff	WTRO – Arlington  Davy Crockett 2  Training Room
9/1/09 9:30 a.m. – 1:00 p.m.	Competency-based	Psychotropic Medications  Leah McWain, RN Nurse Educator	Provider agencies	WTRO – Jackson  Training Room
9/3/09 9:30 a.m. – 1:00 p.m.	Competency-based	Psychotropic Medications  Leah McWain, RN Nurse Educator	Provider agencies	WTRO – Arlington  Davy Crockett 2  Training Room
9/9/09 9:30 a.m. – 3:00 p.m.	Competency-based	Orientation to Community Living	Nurses new to DD and provider agencies requiring information regarding nursing issues	WTRO – Jackson  Training Room
9/11/09 9:30 a.m. – 3:00 p.m.	Competency-based	Orientation to Community Living	Nurses new to DD and provider agencies requiring information regarding nursing issues	WTRO – Arlington  Davy Crockett 2  Training Room

<p>9/17/09 through 9/18/09</p> <p>9:30 a.m. – 4:00 p.m.</p>	<p>Train-the-trainer</p>	<p>Medication Administration for Unlicensed Personnel</p> <p>Leah McWain, RN Nurse Educator</p>	<p><b><u>RN's only</u></b> who meet the following requirements: RN for at least 2 years with at least 1 year of which must be in the provision of services to people with MR/DD</p> <p><b><u>Bring resume and a copy of nursing license to training</u></b></p> <p><b><u>Review Medication Administration manual prior to class</u></b></p> <p>For information, please call Leah McWain 901.745.7360</p> <p><a href="mailto:leah.McWain@tn.gov">leah.McWain@tn.gov</a></p>	<p>WTRO – Arlington</p> <p>Davy Crockett 2 Training Room</p>
<p>9/29/09</p> <p>9:30 a.m. – 1:00 p.m.</p>	<p>Competency-based</p>	<p>Seizure Training</p> <p>Leah McWain, RN Nurse Educator</p>	<p>Provider agencies, ISC's, families, Guardians, Advocates</p>	<p>WTRO – Jackson</p> <p>Training Room</p>
<p>9/30/09</p> <p>9:30 a.m. – 1:00 p.m.</p>	<p>Competency-based</p>	<p>Seizure Training</p> <p>Leah McWain, RN Nurse Educator</p>	<p>Provider agencies, ISC's, families, Guardians, Advocates</p>	<p>WTRO – Arlington</p> <p>Davy Crockett 2 Training Room</p>