

**Division of Intellectual Disabilities Services (DIDS)
West Tennessee Regional Office (WTRO)**

**Training Calendar
October – December 2009**

- **Classes will begin promptly as listed.**
- **Registration is required for all training.** Unless otherwise noted, please use the College of Direct Support (CDS) for registration and cancellation, as applicable. Please contact your agency CDS Administrator. You may also contact Staff Development for assistance.

West Tennessee Staff Development

Jensie Fields, Regional Training Coordinator	901.745.7838	jensie.fields@tn.gov
Carolyn Ojuri, Regional Trainer	901.745.7944	carolyn.ojuri@tn.gov
Eunice Spencer, Regional Trainer	731.421.5165	eunice.spencer@tn.gov
Regina Boyd, Home Manager Certification Program	901.745.7942	regina.boyd@tn.gov

Therapeutic Services - Cindy Marbry cindy.marbry@tn.gov **901.745.7580**

Nutrition Resource Guide and Menu Planning

Use the College of Direct Support for registration and cancellation

Challenges in Physical Management and Mealtime Challenges

Contact Cindy Marbry

Nursing/Health Education – Leah McWain leah.mcwain@tn.gov **901.745.7360**
Use the College of Direct Support for registration and cancellation

Person Centered Thinking – **Jim Walker** jim.walker@tn.gov **901.745.7661**

WTRO Training Locations:

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

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
10/1/09 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
10/5 and 10/6/09 10:00 a.m. - 4:30 p.m. Must attend both days	Seminar Register with Jim Walker @ jim.walker@tn.gov	Person Centered Thinking Jim Walker	Provider and ISC agencies, Regional Office staff, families, guardians	Division of Rehabilitation Services Conference Room 225 Dr. Martin Luther King, Jr. Drive Jackson, TN
10/06/09 9:30 a.m. - 1:30 p.m.	Competency-based Train-the-trainer	Protection From Harm Sharon Miller-Bowles	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 5 Classroom 3
10/7/09 9:30 a.m. - 12:30 p.m.	Competency-based Train-the-trainer	Abuse Prevention Carolyn Ojuri	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 5 Classroom 3
10/7/09 8:30 a.m. – Noon	Seminar	Developing Person Centered Outcomes and Actions Jim Walker & Eunice Spencer	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Jackson Conference Room
10/7 and 10/8/09 10/7 (Day 1) 1:00 - 4:30 p.m. 10/8 (Day 2) 9:00 a.m. – 4:00 p.m.	Pre-Service Core Training	Independent Support Coordination Session Two Eunice Spencer	ISCs and Regional Office Case Managers who have completed Session One	WTRO – Jackson Conference Room
10/15/09 9:00 a.m. - Noon	Competency-based	Effective Training Techniques Eunice Spencer	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Jackson Training Room
10/15/09 1:00 - 3:30 p.m.	Competency-based Train-the-trainer	Title VI Eunice Spencer	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Jackson Training Room

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
10/16/09 9:30 a.m. - 12:30 p.m.	Seminar	Developing Person Centered Outcomes and Actions Jensie Fields & Carolyn Ojuri	Provider and ISC agencies, Regional Office staff, families, guardians	Benjamin L. Hooks Central Library 3030 Poplar Avenue Memphis, TN Meeting Room C
10/20/09 1:30 - 4:00 p.m.	Competency-based Train-the-trainer	Title VI Carolyn Ojuri	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 5 Classroom 3
10/28/09 8:30 a.m. - 3:30 p.m.	Orientation	New Provider Orientation Carolyn Ojuri	New providers	WTRO – Arlington Mark Twain 5 Classroom 3
11/03/09 9:00 a.m. - 1:00 p.m.	Competency-based Train-the-trainer	Protection From Harm Sharon Miller-Bowles	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Jackson Conference Room
11/3 and 11/4/09 9:00 a.m. - 3:30 p.m. Must attend both days	Seminar Register with Jim Walker @ jim.walker@tn.gov	Person Centered Thinking Jim Walker	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 5 Classroom 2
11/4 and 11/5/09 9:00 a.m. - 4:00 p.m.	Pre-Service Core Training	Independent Support Coordination Session Three Eunice Spencer	ISCs and Regional Office Case Managers who have completed Session Two	WTRO – Jackson Conference Room
11/5/09 1:30 - 4:00 p.m.	Competency-based Train-the-trainer	Title VI Carolyn Ojuri	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 5 Classroom 3
11/13/09 1:30 - 4:00 p.m.	Competency-based	Effective Training Techniques Carolyn Ojuri	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 5 Classroom 3
11/17/09 10:00 a.m. – 1:30 p.m.	Seminar	Developing Person Centered Outcomes and Actions Jensie Fields & Eunice Spencer	Provider and ISC agencies, Regional Office staff, families, guardians	Jackson-Madison County Public Library 433 E. Lafayette ST Jackson, TN Program Center

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
11/17 and 11/18/09 9:00 a.m. - 4:00 p.m.	Pre-Service Core Training	Independent Support Coordination Session One Carolyn Ojuri	ISCs and Regional Office Case Managers	WTRO – Arlington Mark Twain 5 Classroom 3
11/19/09 9:00 a.m. - Noon	Competency-based Train-the-trainer	Abuse Prevention Eunice Spencer	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Jackson Training Room
11/20/09 9:30 a.m. - 12:30 p.m.	Seminar	Developing Person Centered Outcomes and Actions Jensie Fields & Carolyn Ojuri	Provider and ISC agencies, Regional Office staff, families, guardians	Benjamin L. Hooks Central Library 3030 Poplar Avenue Memphis, TN Meeting Room C
12/01/09 9:30 a.m. - 1:30 p.m.	Competency-based Train-the-trainer	Protection From Harm Sharon Miller-Bowles	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 5 Classroom 3
12/2/09 9:30 a.m. - 12:30 p.m.	Competency Based Train-the-Trainer	Sensitivity and Ethics Carolyn Ojuri	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 5 Classroom 3
12/4/09 10:00 a.m. - Noon	Orientation	Jackson State Community College Spring 2010 New Student Pre-Enrollment Orientation Please contact Regina Boyd Home Manager Certification Program 901.745.7942 regina.boyd@tn.gov	Provider agency direct support professionals	WTRO – Jackson Conference Room
12/8/09 8:30 a.m. - 3:30 p.m.	Orientation	New Provider Orientation Carolyn Ojuri	New providers	WTRO – Arlington Mark Twain 5 Classroom 2
12/10/09 9:00 a.m. - Noon	Competency Based Train-the-Trainer	Sensitivity and Ethics Eunice Spencer	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Jackson Training Room

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
12/11/09 4:00 - 6:00 p.m.	Orientation	Southwest TN Community College Spring 2010 New Student Pre-Enrollment Orientation Please contact Regina Boyd Home Manager Certification Program 901.745.7942 regina.boyd@tn.gov	Provider agency direct support professionals	WTRO – Arlington Mark Twain 5
12/15 and 12/16/09 10:00 a.m. - 4:30 p.m. Must attend both days	Seminar Register with Jim Walker @ jim.walker@tn.gov	Person Centered Thinking Jim Walker	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Jackson Conference Room
12/16 and 12/17/09 9:00 a.m. - 4:00 p.m.	Pre-Service Core Training	Independent Support Coordination Session Two Carolyn Ojuri	ISCs and Regional Office Case Managers who have completed Session One	WTRO – Arlington Mark Twain 5 Classroom 3
12/22/09 9:30 a.m. - 12:30 p.m.	Competency-based Train-the-trainer	Abuse Prevention Carolyn Ojuri	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 5 Classroom 3
	<i>Mealtime Challenges and Challenges in Physical Management</i>	Please contact cindy.marbry@tn.gov	Cindy Marbry 901.745.7580	
DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
10/13 and 10/14/09 9:00 a.m. - 4:30 p.m.	Competency-based	Challenges in Physical Management Therapeutic Services Team	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 3 Training Room
10/27 and 10/28/09 9:00 a.m. - 4:30 p.m. (day 1) 9:00 a.m. - Noon (day 2)	Competency-based	Mealtime Challenges Therapeutic Services Team	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 3 Training Room

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
11/3 and 11/4/09 9:00 a.m. - 4:30 p.m.	Competency-based	Challenges in Physical Management Therapeutic Services Team	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 3 Training Room
11/17 and 11/18/09 9:00 a.m. - 4:30 p.m. (day 1) 9:00 a.m. - Noon (day 2)	Competency-based	Mealtime Challenges Therapeutic Services Team	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 3 Training Room
12/1 and 12/2/09 9:00 a.m. - 4:30 p.m.	Competency-based	Challenges in Physical Management Therapeutic Services Team	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 3 Training Room
12/15 and 12/16/09 9:00 a.m. - 4:30 p.m. (day 1) 9:00 a.m. - Noon (day 2)	Competency-based	Mealtime Challenges Therapeutic Services Team	Provider and ISC agencies, Regional Office staff, families, guardians	WTRO – Arlington Mark Twain 3 Training Room
	Therapeutic Services	Please contact cindy.marbry@tn.gov (unless otherwise noted)	Cindy Marbry 901.745.7580	
DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
10/8/09 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, Regional Office staff, family members, others with this interest	WTRO-Arlington Mark Twain 3 Training Room
10/15/09 9:00 a.m. - Noon	In-service	An Overview of Communication Therapeutic Services	Direct support professionals, ISCs, therapists, medical professionals, Regional Office staff, family members, others with this interest	WTRO-Arlington Mark Twain 3 Training Room

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
10/16/09 1:30 - 3:30 p.m.	In-Service Use the College of Direct Support for registration and/or cancellation	Guide to Nutrition Resources Mary Lon David, MSRD, LDN	Residential providers (site/home/program managers, direct support professionals), ISCs, therapists, advocates, other interested persons	WTRO-Jackson Conference room
10/16/09 3:30 - 4:30 p.m.	In-Service Use the College of Direct Support for registration and/or cancellation	Menu Planning And Writing Mary Lon David, MSRD, LDN	Residential providers (site/home/program managers, direct support professionals), ISCs, therapists, advocates, other interested persons	WTRO-Jackson Conference room
10/20/09 9:00 a.m. - Noon	In-service	Therapy Services Orientation Therapeutic Services	New therapy providers	WTRO-Arlington Mark Twain 3
10/22/09 1:30 - 3:30 p.m.	In-Service Use the College of Direct Support for registration and/or cancellation	Guide to Nutrition Resources Mary Lon David, MSRD, LDN	Residential providers (site/home/program managers, direct support professionals), ISCs, therapists, advocates, other interested persons	WTRO-Arlington Mark Twain 3
10/22/09 3:30 - 4:30 p.m.	In-Service Use the College of Direct Support for registration and/or cancellation	Menu Planning And Writing Mary Lon David, MSRD, LDN	Residential providers (site/home/program managers, direct support professionals), ISCs, therapists, advocates, other interested persons	WTRO-Arlington Mark Twain 3
11/5/09 9:00 – 11:00 a.m.	In-Service Use the College of Direct Support for registration and/or cancellation	Guide to Nutrition Resources Mary Lon David, MSRD, LDN	Residential providers (site/home/program managers, direct support professionals), ISCs, therapists, advocates, other interested persons	WTRO-Arlington Mark Twain 3
11/5/09 11:00 a.m. - Noon	In-Service Use the College of Direct Support for registration and/or cancellation	Menu Planning And Writing Mary Lon David, MSRD, LDN	Residential providers (site/home/program managers, direct support professionals), ISCs, therapists, advocates, other interested persons	WTRO-Arlington Mark Twain 3

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
11/12/09 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, Regional Office staff, family members, others with this interest	WTRO-Arlington Mark Twain 3 Training Room
11/13/09 9:00 a.m. - Noon	In-service	An Overview of Communication Therapeutic Services	Direct support professionals, ISCs, therapists, medical professionals, Regional Office staff, family members, others with this interest	WTRO-Arlington Mark Twain 3 Training Room
11/13/09 9:00 – 11:00 a.m.	In-Service Use the College of Direct Support for registration and/or cancellation	Guide to Nutrition Resources Mary Lon David, MSRD, LDN	Residential providers (site/home/program managers, direct support professionals), ISCs, therapists, advocates, other interested persons	WTRO-Jackson Conference room
11/13/09 11:00 a.m. - Noon	In-Service Use the College of Direct Support for registration and/or cancellation	Menu Planning And Writing Mary Lon David, MSRD, LDN	Residential providers (site/home/program managers, direct support professionals), ISCs, therapists, advocates, other interested persons	WTRO-Jackson Conference room
11/19/09 9:00 a.m. - Noon	In-service	Therapy Services Orientation Therapeutic Services	New therapy providers	WTRO-Arlington Mark Twain 3
11/24/09 8:00 a.m. - Noon	In-service	Aspiration Overview Therapeutic Services	Direct support professionals, ISCs, therapists, medical professionals, Regional Office staff, family members, others with this interest	WTRO-Arlington Mark Twain 3 Training Room
12/3/09 9:00 – 11:00 a.m.	In-Service Use the College of Direct Support for registration and/or cancellation	Guide to Nutrition Resources Mary Lon David, MSRD, LDN	Residential providers (site/home/program managers, direct support professionals), ISCs, therapists, advocates, other interested persons	WTRO-Arlington Mark Twain 3

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
12/3/09 11:00 a.m. - Noon	In-Service Use the College of Direct Support for registration and/or cancellation	Menu Planning And Writing Mary Lon David, MSRD, LDN	Residential Providers (site/home/program managers, direct support professionals), ISCs, therapists, advocates, other interested persons	WTRO-Arlington Mark Twain 3
12/10/09 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, Regional Office staff, family members, others with this interest	WTRO-Arlington Mark Twain 3 Training Room
12/11/09 9:00 – 11:00 a.m.	In-Service Use the College of Direct Support for registration and/or cancellation	Guide to Nutrition Resources Mary Lon David, MSRD, LDN	Residential Providers (site/home/program managers, direct support professionals), ISCs, therapists, advocates, other interested persons	WTRO-Jackson Conference room
12/11/09 11:00 a.m. - Noon	In-Service Use the College of Direct Support for registration and/or cancellation	Menu Planning And Writing Mary Lon David, MSRD, LDN	Residential Providers (site/home/program managers, direct support professionals), ISCs, therapists, advocates, other interested persons	WTRO-Jackson Conference room
12/17/09 9:00 a.m. - Noon	In-service	An Overview of Communication Therapeutic Services	Direct support professionals, ISCs, therapists, medical professionals, Regional Office staff, family members, others with this interest	WTRO-Arlington Mark Twain 3 Training Room
12/22/09 9:00 a.m. - Noon	In-service	Therapy Services Orientation Therapeutic Services	New therapy providers	WTRO-Arlington Mark Twain 3

	Use the College of Direct Support for registration and/or cancellation	Nursing/Health Education Leah McWain 901.745.7360 leah.mcwain@tn.gov	Use the College of Direct Support for registration and/or cancellation	
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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.

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
10/7/09 9:30 a.m. - 3:30 p.m.	Competency-based	Physical Status Review Leah McWain, RN Nurse Educator	Provider agencies, direct support professionals, ISCs, guardians, nurses	WTRO – Jackson Training Room
10/8/09 9:30 a.m. - 4:30 p.m.	Competency-based	Physical Status Review Leah McWain, RN Nurse Educator	Provider agencies, direct support professionals, ISCs, guardians, nurses	WTRO – Arlington Davy Crockett 2 Training Room
10/12/09 9:30 a.m. - 3:00 p.m.	Competency-based	Seizure Training Leah McWain, RN Nurse Educator	Provider agencies, ISCs, families, guardians, advocates	WTRO – Jackson Training Room
10/16/09 9:30 a.m. - 3:00 p.m.	Competency-based	Seizure Training Leah McWain, RN Nurse Educator	Provider agencies, ISCs, families, guardians, advocates	WTRO – Arlington Davy Crockett 2 Training Room
10/28/09 9:30 - 11:00 a.m. 11:30 a.m. - 1:00 p.m.	Competency-based	HealthCare Oversight Form Revised Health Passport Leah McWain, RN Nurse Educator	Provider agencies, direct support professionals, ISCs, guardians, nurses	WTRO – Jackson Training Room

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
10/30/09 9:30 - 11:00 a.m. 11:30 a.m. - 1:00 p.m.	Competency-based	HealthCare Oversight Form Revised Health Passport Leah McWain, RN Nurse Educator	Provider agencies, direct support professionals, ISCs, guardians, nurses	WTRO – Arlington Davy Crockett 2 Training Room
11/2/09 9:30 a.m. - 12:30 p.m.	Competency-based	Medication Variance Leah McWain, RN Nurse Educator	Provider agencies, direct support professionals, nurses	WTRO – Jackson Training Room
11/6/09 9:30 a.m. - 12:30 p.m.	Competency-based	Medication Variance Leah McWain, RN Nurse Educator	Provider agencies, direct support professionals, nurses	WTRO – Arlington Davy Crockett 2 Training Room
11/10/09 9:30 a.m. - 1:00 p.m.	Competency-based	Diabetes Mellitus Leah McWain, RN Nurse Educator	Provider agencies	WTRO – Jackson Training Room
11/13/09 9:30 a.m. - 1:00 p.m.	Competency-based	Diabetes Mellitus Leah McWain, RN Nurse Educator	Provider agencies	WTRO – Arlington Davy Crockett 2 Training Room
11/23/09 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
11/24/09 9:30 a.m. - 11:30 a.m.	Competency-based	Standard Precautions Leah McWain, RN Nurse Educator	Provider agencies and Regional office staff	WTRO – Arlington Davy Crockett 2 Training Room
12/7/09 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

DATE/TIME	TYPE OF TRAINING	TOPIC/ INSTRUCTOR	TARGETED PARTICIPANTS	LOCATION
12/8/09 9:30 a.m. - 1:00 p.m.	Competency-based	Psychotropic Medications Leah McWain, RN Nurse Educator	Provider agencies	WTRO – Jackson Training Room
12/15/09 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
12/18/09 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
12/16/09 through 12/17/09 9:30 a.m. - 4:00 p.m.	Train-the-trainer	Medication Administration for Unlicensed Personnel Leah McWain, RN Nurse Educator	<p><u>RN's only</u> 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><u>Bring resume and a copy of nursing license to training</u></p> <p><u>Review Medication Administration Manual prior to class</u></p> <p>For information, please call Leah McWain 901.745.7360</p> <p>leah.McWain@tn.gov</p>	WTRO – Arlington Davy Crockett 2 Training Room