



# REENA TRAINING & DEVELOPMENT

April, May, June 2002

*All Reena Staff are required to complete these courses. They should be updated as specified. Please check the calendar of training events (Page 3) for course dates and times.*

## MEDICATION & PHARMACOLOGY

---

This course includes policies and procedures, pharmacology, review of systems, medication, administration and documentation. Successful completion of 70% is required for quizzes, the assignment and final exam. Lecture, group work, discussions, class exercises and video will be utilized.

**Cost: \$120** *Non-Profit Organizations pay \$85*

## MEDICATION UPDATE

---

This course is a refresher of the initial Med./Pharm. course. The course will focus on case analysis and problem solving issues concerning medications. Med/Pharm should be updated annually.

**Cost: \$60** *Non-Profit Organizations pay \$40*

## CPR HEARTSAVER PLUS

---

This course will cover one rescuer and two rescuers CPR for adult and child, Heimlich Manoeuvre, risk factors and signs and symptoms of heart attack. This is a hands-on course. Be prepared to participate. Wear comfortable clothing.

**Cost: \$60** *Non-Profit Organizations pay \$40*

## CPR UPDATE

---

This is a HeartSaver Plus update course for staff that have completed the initial HeartSaver Plus training. This is a hands-on course. Be prepared to participate in physical activities. Wear comfortable clothing. This course must be completed annually.

**Cost: \$40** *Non-Profit Organizations pay \$25*

## EMERGENCY FIRST AID

---

This is a certified emergency first aid course covering basic life saving skills. This is a hands-on course. Be prepared to participate in physical activities. Wear comfortable clothing. Reena Staff must complete this course every two years.

**Cost: \$60** *Non-Profit Organizations pay \$55*

## UNIVERSAL PRECAUTIONS (*Hep. b / Aids*)

---

The course will outline universal precautions for Reena Employees. This course will discuss Hepatitis B and AIDS.

**Cost: \$40** *Non-Profit Organizations pay \$25*

## CPI – NONVIOLENT CRISIS INTERVENTION

---

This course includes techniques for dealing with escalating behaviour, verbal and physical techniques. This is a hands-on course. Be prepared to participate in physical activities. Wear comfortable clothing and running shoes. This course should be updated every year.

**Fee for Reena Resources: \$100** *Non-Profit Organizations pay \$70*

## CPI UPDATE

---

The course is a refresher in CPI techniques and will also include discussion and case analysis. This is a hands-on course. Be prepared to participate in physical activities. Wear comfortable clothing, running shoes and bring previous CPI workbook.

**Fee for Reena Resources: \$60** *Non-Profit Organizations pay \$40*

## BACK CARE

---

This course will focus on promoting safe back care, preventing back injuries as well as safe procedures to support individuals with mobility issues. This is a hands-on course. Be prepared to participate in lifting as well as physical exercise. Wear comfortable clothes, running shoes, and bring a towel.

**Cost: \$50** *Non-Profit Organizations pay \$30*

## SEXUALITY

---

This course will discuss Reena's policies and procedures concerning sexuality and the support of individuals with a developmental disability. Scenarios and exercises are included to help understand the complexities of this topic.

**Cost: \$60** *Non-Profit Organizations pay \$40*

## REDUCING THE RISK

---

This course will discuss Reena's policies and procedures regarding abuse. The course will include scenarios, film clips and exercises. The goal is to reduce the risk of abuse to persons with a developmental disability.

**Cost: \$100** *Non-Profit Organizations pay \$70*

## FAMILY INVOLVEMENT

---

This course will focus on building stronger and better relationships between families, staff and clients.

**Cost: \$100** *Non-Profit Organizations pay \$70*

## BEHAVIOUR MANAGEMENT

---

Mr. Larry Bowers, Behaviour Therapist will be facilitating this workshop. The topics include "What is Behaviour?" and "Responsibility and Use of Behaviour Management Programs." There is limited space for this workshop, so please register early.

**Cost: \$100** *Non-Profit Organizations pay \$70*

## SAFETY AWARENESS

---

A practical course incorporating **WHMIS**, Occupational Health & Safety, and **Fire Safety**. Recognizing hazards, emergency action plans & how to use a fire extinguisher effectively will be covered. A portion of the course will involve participants in discharging fire extinguishers.

**Cost: \$60** *Non-Profit Organizations pay \$45*

## ENVIRONMENTAL MANAGEMENT

---

This course focuses on awareness of property issues and covers subjects around care and maintenance of the group homes. Safety precautions and proper care of household appliances are discussed. This course includes a practical on site overview of a location and practice making minor repairs.

**Cost: \$50** *Non-Profit Organizations pay \$30*

## ANNUAL LIFE PLANNING (ALP)

---

This training includes the ALP principles, the process, completion of all documents, preparation for the meeting, and development of goals & objectives for the individuals we support.

**Cost: \$50** *Non-Profit Organizations pay \$30*

## JUDAIC TRAINING

---

This is an introductory course in the Judaic values at Reena. A multimedia presentation of Jewish culture, customs, and traditions, this course includes a delicious kosher lunch.

**Cost: \$60** *Non-Profit Organizations pay \$40*

## ORIENTATION

---

This is a general introduction to the agency for Reena employees who have been with us less than two years. Includes an overview of the various departments.

### ***Enrichment Courses***

*These courses are optional for Reena Staff. Not all of these courses will be offered in every schedule. Check the calendar of training events for course availability.*

## CREATIVE PROGRAMMING

---

This course will creatively inspire activity options that individuals with differing abilities can enjoy with peers and staff. This course will bring together a variety of stimulating, motivating and FUN activities.

**Cost: \$40** *Non-Profit Organizations pay \$30*

## SEIZURE DISORDERS

---

This course includes an outline of the nervous system, diagnosis, seizure types and first aid for seizures.

**Cost: \$40** *Non-Profit Organizations pay \$25*

## STRESS MANAGEMENT

---

This course focuses on developing coping strategies around specific workplace stressors.

**Cost: \$60** *Non-Profit Organizations pay \$40*

## BEREAVEMENT "Where Sadness has no Words"

---

This workshop is diverse and interactive, providing creative strategies, reflection and insights into spiritual pathways we can use with the journey of grief.

**Cost: \$60** *Non-Profit Organizations pay \$40*

## AGING WITH A DEVELOPMENTAL DISABILITY

---

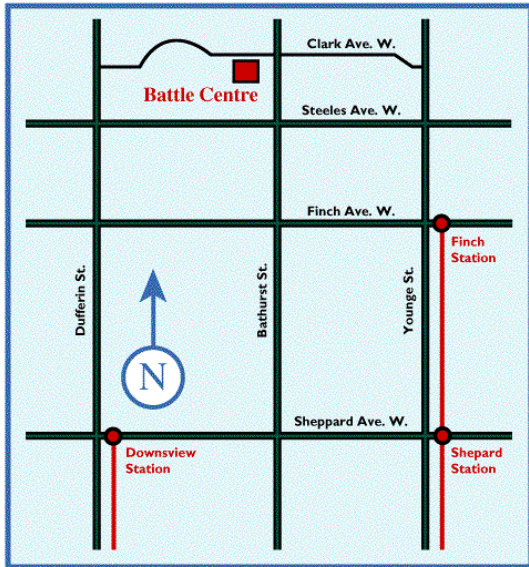
A great deal is known about aging and the research on gerontological issues has increased rapidly, however the links between the Developmentally Disabled and the aging process are in need of further exploration. This presentation will help demystify the aura of long term care, increase awareness of the physical changes associated with aging, and engage in ideas for programming and restorative care for the older adult.

**Cost: \$60** *Non-Profit Organizations pay \$40*

## Calendar of Training Events

<b>Date(s)</b>	<b>Time</b>	<b>Course</b>	<b>Instructor</b>
April 5, 11, 12, 19 & 26	9 am to 1 pm	Medication & Pharmacology	<i>Ann Szabo &amp; Stacey Donaghy</i>
April 8 & 10 & 15	9 am to 5 pm	Medication & Pharmacology	<i>Jane Scott &amp; Joanne Woo</i>
April 9	9 am to 3:30 pm	Back Care	<i>St. Elizabeth Health Care</i>
April 16	9 am to 5 pm	Med update	<i>Shayna Ublansky &amp; Stacey Donaghy</i>
April 17 & 18	9 am to 5 pm	Reducing the Risk	<i>Ann Szabo &amp; Rochelle Spekkens</i>
April 22	9 am to 3:30 pm	Environmental Management	<i>Rob Scott</i>
April 23 & 24	9 am to 5 pm	CPI	<i>Joe Persaud</i>
April 25 & 30 & May 2	9 am to 5 pm	Medication & Pharmacology	<i>Debra Waring &amp; Desmond McLean</i>
April 29	9 am to 5 pm	CPR	<i>Jeff Orchard, Ann Szabo, &amp; Sigrun Grosman</i>
May 1	1 pm to 5 pm	Universal Precautions	<i>Sandy Toben</i>
May 6	9 am to 3:30 pm	Annual Life Planning	<i>Jane Scott &amp; Joanne Woo</i>
May 7 & 14	9 am to 5 pm	Behaviour Management	<i>Larry Bowers</i>
May 8	9 am to 5 pm	CPI update	<i>Rob Scott</i>
May 9	9 am to 5 pm	Aging & Developmental Disabilities	<i>Unionville Home Society</i>
May 13	1 pm to 5 pm	Seizure Disorders	<i>Maureen Ander &amp; Olthia Robinson</i>
May 15 & 22	9 am to 5 pm	CPI	<i>Rob Scott</i>
May 16	9 am to 5 pm	Safety Awareness	<i>Bratati De, TBA, &amp; Fire Safe Systems</i>
May 21	9 am to 5 pm	Emergency First Aid	<i>St. John Ambulance</i>
May 23	9 am to 5 pm	CPR	<i>Ann Szabo &amp; Sigrun Grosman</i>
May 27	9 am to 5 pm	Stress Management	<i>Work Smart, Live Smart</i>
May 28	9 am to 5 pm	Judaic	<i>Arlene Margolese</i>
May 29	9 am to 5 pm	Sexuality	<i>Deb Waring &amp; Sandy Toben</i>
May 30	9 am to 3:30 pm	Back Care	<i>St. Elizabeth Health Care</i>
June 4	9 am to 5 pm	Med update	<i>Ron Nichols</i>
June 5	1 pm to 5 pm	Creative Programming	<i>Gloria Figura</i>
June 6	9 am to 3:30 pm	Environmental Management	<i>Stan Zynoberg</i>
June 10 & 12 & 18	9 am to 5 pm	Medication & Pharmacology	<i>Ron Nichols &amp; Jeff Orchard</i>
June 11 & 19	9 am to 5 pm	Reducing the Risk	<i>Rochelle Spekkens &amp; Debra Waring</i>
June 13	9 am to 1 pm	CPR update	<i>Jeff Orchard &amp; Debra Waring</i>
June 17 & 24	9 am to 5 pm	CPI	<i>Mo Lalji</i>
June 20	9 am to 5 pm	Orientation	<i>Joe Persaud, Iris Espinosa &amp; Jane Scott</i>
June 25 & 26	9 am to 5 pm	Family Involvement	<i>Sandy Stemp &amp; Maureen Ander</i>

## DIRECTIONS TO THE BATTLE CENTRE



### Transit Information

- From Wilson subway station – TTC bus #160 (Bathurst North) – off at Clark Ave. – go west to 927 Clark Ave. (South side of Clark Ave.) *\*note there is an additional \$2.00 fare when getting off the bus in Vaughan*
- From Finch subway station – Vaughan Transit bus #5 (platform 11 at the York Regional Bus Terminal) – off on Clark west of Bathurst, cross road to the south side of Clark – go west to 927 Clark Ave. *\*note there is an additional \$2.00 fare when getting on the Vaughan bus*

### By Car

- 407 East to Dufferin, Dufferin south to Clark Ave., Left at Clark – proceed east to 927 Clark
- 407 West Bathurst, Bathurst south to Clark Ave., right at Clark – proceed west to 927 Clark
- 401 to Allan Rd. N. – turns into Dufferin north, proceed past Steeles Ave. to Clark, right at Clark – proceed east to 927 Clark

