

From: Licensing [mailto:DSS_LICENSING@LISTSERV.COV.VIRGINIA.GOV] **On Behalf Of** Williams, Edwina (VDSS)
Sent: Monday, May 01, 2017 3:13 PM
To: DSS_Licensing
Subject: Summer 2017 DSS/VCU Training Announcement
Importance: High

This file with an attachment is being sent to assisted living facilities and adult day care centers from the Virginia Department of Social Services Email Distribution Service.

*****Please do not reply to this email.*****

Good Afternoon,

Please find attached a training announcement for the **June 2017** offering of the **ISP** training being offered by the Department of Social Services and the Virginia Commonwealth University Department of Gerontology. You may register on line at: <http://www.sahp.vcu.edu/departments/gerontology/>. Please pay attention to the information regarding training registration as registration and payment for the class is required 10 business days before the training date. If payment is not received 10 business days before the class, the registration will be canceled. Additionally, if an adequate number of class registrations are not received we reserve the right to cancel the class. Please register early for the classes, as the spaces fill up quickly. Also, you may now pay for the training with a credit card.

Thank you.

*Annette S. Kelley, M.S.; C.S.A.C.
Provider Training Consultant
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Division of Licensing Programs
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SCROLL DOWN TO VIEW ATTACHMENT



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OPEN IMMEDIATELY!
Registration Materials Enclosed

Summer 2017

Programs for Caregivers Working in
Virginia's Licensed Assisted Living
Facilities and Adult Day Care Centers

Courses:

- Individualized Service Plan: Meeting Resident/Participant Needs



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A Program for Caregivers Working in Virginia's Licensed Assisted Living Facilities and Adult Day Care Centers

Topic

**Individualized Service Plan:
Meeting Resident/Participant Needs**

Who Should Attend?

This program is for professional caregivers working in Assisted Living and Adult Day Care settings. This course is designed for those who are new to the facility or newly responsible for creating ISPs. This course is not designed to be a refresher course.

Objectives

At the end of this training, participants will have an:

- Increased familiarity with the Virginia licensing standards related to individualized service plans.
- Increased understanding of the purpose of the uniform assessment instrument.
- Increased understanding of the importance of the individualized service plan.
- Increased understanding of the importance of interdisciplinary assessment of residents.
- Increased ability to interpret assessments to determine resident needs.
- Increased ability to develop and use goal-oriented individualized service plans.

About the Trainers

Trainers for this seminar are Gerontologists, Registered Nurses, educators and/or consultants who specialize in the care of older adults.

Please Note

Registrations **MUST BE** received at the Department of Gerontology 10 business days prior to the training date. If registering less than 10 days prior to the training, a certificate of attendance will not be available at the training, but will be mailed at a later date. If payment is not received 10 business days prior to the training date, your name will be taken off of the roster.

Certificates of attendance will NOT be provided for late arrivals or early departures.

A light breakfast will be provided.

CEU's are available at the training for a \$10 pro-

ATTENTION

It is **recommended** but not required that anyone attending ISP training first **complete the UAI training** in order to enhance what will be learned in the ISP training. Instructions for the Knowledge Center can be found on the DSS website.



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TOPIC: Individualized Service Plan: Meeting Resident/Participant Needs

Dates and Locations

ABINGDON: No Scheduled Training

- **RICHMOND^{WE}:** Tuesday, June 13, 2017
SIGN IN: 8:30 • WORKSHOP: 9-4
*Westerre Conference Center
3831 Westerre Parkway
Henrico, VA 23233*

- **FAIRFAX:** Tuesday, June 13, 2017
SIGN IN: 8:30 • WORKSHOP: 9-3:30
*Fairfax County Government Center
12000 Government Center Parkway
Conference Room 4-5
Fairfax, VA 22035*

- **SALEM:** Tuesday, June 6, 2017
SIGN IN: 8:30 • WORKSHOP: 9-4
*Salem Civic Center
Parlor A
1001 Roanoke Boulevard
Salem, VA 24153*

- **HAMPTON:** Wednesday, June 14, 2017
SIGN IN: 8:30 • WORKSHOP: 9-4
*Embassy Suites
1700 Coliseum Drive
Hampton, VA 23666*

- **VA BEACH:** Thursday, June 1, 2017
SIGN IN: 8:30 • WORKSHOP: 9:00-4:00
*TCC/VA Beach Joint Use Library
Meeting Room L102-103
1700 College Crescent
Virginia Beach, VA 23453*



- **RICHMOND^{EE}:** Wednesday, June 7, 2017
SIGN IN: 8:30 • WORKSHOP: 9-4
*Trinity Family Life Center
Solomon's Court
3601 Dill Road
Richmond, VA 23222*

- **WOODSTOCK:** Thursday, June 15, 2017
SIGN IN: 8:30 • WORKSHOP: 9-4
*Hampton Inn & Suites
1150 Motel Drive
Woodstock, VA 22664*

Directions are available online at:

<http://www.sahp.vcu.edu/gerontology/professional/socialservices.html>

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TOPIC: Individualized Service Plan: Meeting Resident/Participant Needs

Payment and Registration Instructions

ONLINE PAYMENT AND REGISTRATION

To pay by credit card and register online go to: training.vcu.edu and search using "gerontology" as the sponsor (select from drop down menu)

OR

SEND REGISTRATION FORM TO:

BY MAIL:

VCU Department of Gerontology
Individualized Service Plan
PO Box 980228
Richmond, VA 23298

BY FAX: 804-828-5259

MAKE CHECK OR MONEY ORDER PAYABLE TO:

VIRGINIA COMMONWEALTH UNIVERSITY

WE LOOK FORWARD TO SEEING YOU!

Certificates will NOT be provided for late arrivals or early departures.

Please Note

- Do not include payment for CEUs
- Refunds will NOT be provided unless the session is cancelled by the VCU Department of Gerontology.
- Registration must be received **10 business days** prior to the training date. If registering less than 10 days prior to the training, a certificate will not be available at the training, but will be mailed at a later date.
- If payment is not received **10 business days** prior to the training date, your name will be taken off of the roster.
- It is **strongly recommended** that all attendees complete the UAI training in the Knowledge Center prior to attending.

Instructions for accessing the Knowledge Center can be found on the DSS website: dss.virginia.gov

TOPIC: Individualized Service Plan: Meeting Resident/Participant Needs

Name (Attach list of necessary)

Email:

Facility Name and Address

Work Phone:

Home Phone:

Are you employed by a licensed ALF or ADCC? YES NO

NUMBER PRICE

- | | | |
|---|---------|---------|
| <input type="checkbox"/> June 13 Fairfax | _____ X | \$15.00 |
| <input type="checkbox"/> June 14 Hampton | _____ X | \$15.00 |
| <input type="checkbox"/> June 07 Richmond ^{EE} | _____ X | \$15.00 |
| <input type="checkbox"/> June 13 Richmond ^{WE} | _____ X | \$15.00 |
| <input type="checkbox"/> June 06 Salem | _____ X | \$15.00 |
| <input type="checkbox"/> June 01 VA Beach | _____ X | \$15.00 |
| <input type="checkbox"/> June 15 Woodstock | _____ X | \$15.00 |

Make check or money order payable to:
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Continuing Education Credits

CONTINUING EDUCATION UNITS: This course meets the criteria of Virginia Commonwealth University, a SACS-accredited school. 0.6 Continuing Education Units (CEUs) will be awarded by transcript and recorded by Virginia Commonwealth University. There is a \$10 processing fee.

Each site will have the appropriate forms available for continuing education credit the day of the training. Mail the completed form and processing fee to the VCU Department of Gerontology, P.O. Box 980228, Richmond, VA 23298. The deadline for requesting CEUs is **two weeks** after the last training date.

To access your CEU Transcript, visit <http://www.ocpe.vcu.edu/courses/transcripts.html> and enter your name, date of birth, city, and state exactly as it appears on the registration form. You will also need the event number, which is located on each CEU application form. Please allow **3-4 weeks** after the end of the event before processing your online transcript request.

Attendees will no longer need to apply for NAB credits for trainings offered by the VCU Department of Gerontology through the support of DSS as additional documentation of attendance is not required. These trainings meet 18VAC95-30-70 B of the *Regulations Governing the Practice of Assisted Living Facility Administrators*: "In order for continuing education to be approved by the board [LTCA], it [training] shall be related to the domains of practice for residential care/assisted living and approved or offered by NAB, an accredited educational institution, or a governmental agency."

Please maintain original copies of your Certificate of Attendance as it is your responsibility to maintain records of your continuing education for licensing. If you have any questions about continuing education requirements for licensing please contact the Virginia Board of Long Term Care Administrators at (804) 367-4595.

Online application and advance payment of CEUs will now be accepted during online registration for each training course. Upon registering for a training, you will be asked to select if you want to receive CEU credit for the course. A \$10 processing fee will be added to your total. You must complete the online CEU application form during registration. Refunds will not be given for no-show attendance. If you have any questions, please email agingstudies@vcu.edu

Please Note: Registrations must be received at the Department of Gerontology 10 business days prior to the training date. If registering less than 10 days prior to the training, a certificate will not be available at the training, but will be mailed at a later date.

Virginia Commonwealth University is committed to a policy of equal opportunity in education without regard to race, creed, gender, sexual orientation, national origin, age, or handicap.



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