

Mike Maley

Authorized Signature

Number: APD-AR-12-037

Issue Date: 8/16/2012

Topic: Developmental Disabilities

Due Date: 8/16/2012

Subject: Health Care Representative Training

Applies to (check all that apply):

- All DHS employees
- Area Agencies on Aging
- Children, Adults and Families
- County DD Program Managers
- County Mental Health Directors
- Health Services
- Seniors and People with Disabilities
- Other (please specify): DD Service Coordinators, DD 24 hr Residential Providers

Action Required:

Register using the attached form for Health Care Representative Trainings

Reason for Action: This is for Health Care Representative rule training. The training is required prior to teams appointing a Health Care Representative. This is our annual training and we have scheduled various locations throughout the state for your convenience. We have included a registration form that can be emailed or faxed.

The trainings are limited to those in the Developmental Disability service system. Most counties and service providers find it helpful to have Service Coordinators, 24-Hour Residential Services, Supported Living and Adult Foster Home providers attend the training. Please distribute this AR to your service coordinators and provider agencies who need this information. For those areas, providers, etc where there is a critical need, please register early. For instructions on how to register see attached. Please contact Jane Patterson at the number listed below for questions. Please remind staff that if they register and cannot attend, they must cancel. Registration is limited and once that number is reached you will be placed on a waiting list for future classes.

Field/Stakeholder review: Yes No

If yes, reviewed by:

If you have any questions about this action request, contact:

Contact(s):	Jane Patterson or Cindy Steinkamp		
Phone:	(503) 945-6862 Cindy 945-9780	Fax:	(503) 945-5905
E-mail:	Jane.Patterson@state.or.us		

HCR Training Dates and Locations

<u>City</u>	<u>Time</u>	<u>Training Location - Address</u>
<u>Grants Pass</u>		Southern Ore Region V Office
October 16 th	9:00 – 12:00	550 NE 'E' St., Grants Pass
<u>Eugene</u>		Lane County CDDP
September 27 th	1:00 – 5:00	125 E 8 th Ave, Eugene
<u>Salem</u>		DHS Learning Center 3414 Cherry Ave, Keizer
September 7 th	9:00 – 12:00	Sunset Bay Room #123
October 10 th	9:00 – 12:00	Fort Rock Room #118
October 23 rd	9:00 – 12:00	Fort Rock Room #118
October 30 th	9:00 – 12:00	Fort Rock Room #118
<u>Portland/Oregon City</u>		
September 25 th	1:00 – 5:00	Clackamas County CDDP 2051 Kaen Rd Oregon City Room 255
October 15 th	1:00 – 5:00	Legacy Meridian Park Hospital 19300 SW 65 th Ave, Tualatin Room #117B
November 1 st	1:00 – 5:00	Legacy Meridian Park Hospital 19300 SW 65 th Ave, Tualatin Room 117B
<u>Pendleton</u>		Umatilla CDDP
September 27 th	1:00 – 5:00	2525 Westgate, Pendleton

Health Care Representative Trainings Registration Form

(Form may be used for up to **5** staff from the **same** Agency)

Please Print

Name _____

Email _____

(Required)

Agency Name _____

(Required)

Agency Address _____

(Use mailing address for Agency)

City/State/Zip _____

(Required)

Daytime Phone Number () _____

(Required)

Class Wanted (City) & Date _____

*Registration is first come, first served. Classes are limited to 25 individuals. If you are **unable to attend**, please call Jane Patterson at (503) 945-6862 or Cindy Steinkamp at (503) 945-9780 to **cancel**.*

Send your registration form using **one** of the following options:

Fax: (503) 945-5905

Email to: Jane.PATTERSON@state.or.us or Cindy.L.STEINKAMP@state.or.us

Or Mail to: DHS/SPD/ Attn: Jane Patterson: ReBAR

500 Summer St. NE, E #09

Salem, OR 97301