

**Select originating cluster**

Deanna Hartwig  
**Authorized Signature**

**Number: SPD-IM-05-004**  
**Issue Date: 01/14/2005**

**Topic:** Other

**Subject:** 2005 Oregon ACCESS Basic's Training Schedule

**Applies to (check all that apply):**

- |  |  |
|--|--|
| <input type="checkbox"/> All DHS employees                 | <input type="checkbox"/> County Mental Health Directors                                |
| <input checked="" type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services   |
| <input type="checkbox"/> Children, Adults and Families     | <input checked="" type="checkbox"/> Seniors and People with Disabilities               |
| <input type="checkbox"/> County DD Program Managers        | <input checked="" type="checkbox"/> Other (please specify): All users of Oregon ACCESS |

**Message:** This is to announce that Oregon ACCESS Basic's training is now available. Oregon ACCESS Basic's is intended for all DHS and AAA employees that use Oregon ACCESS. Space is limited in each class in order to give more individual attention, so please register accordingly. You may register by using the On-Line Registration System at [Oregon DHS: Training](#). For questions regarding registration please call Amy Namitz at 503-378-8908.

All training will be in the SPD Employee Development Center located in Keizer at 4494 River Rd. N, Keizer, OR 97303.

These are two-day sessions running from 8:30 a.m. to 4:30 p.m. The available training dates are:

Mar 8 – 9, 2005	June 7 – 8, 2005	Oct 11 –12, 2005
Mar 22 – 23, 2005	July 12 – 13, 2005	Nov 15 – 16, 2005
April 6 – 7, 2005	Aug 16 – 17, 2005	Dec 6 –7, 2005
May 10 – 11, 2005	Sept 20 – 21, 2005	

More training will be available soon!

*If you have any questions about this information, contact:*

<b>Contact(s):</b>	Sarah Lambert		
<b>Phone:</b>	503-945-6834	<b>Fax:</b>	
<b>E-mail:</b>	Sarah.D.Lambert@state.or.us		