

PAYMENT FOR NON-ARC STAFF DUE PRIOR TO CLASS

To Register

Contact Staff Development Coordinator:

Phone (410) 730-0638 FAX (410) 730-0730

Staffdevelopment@archoward.org

ALL COURSES ARE FREE TO EMPLOYEES OF THE ARC OF HOWARD COUNTY

COURSE

The Aging Process

Provides an overview of the aging process and the needs of individuals who have developmental

disabilities who are aging. Information on supports to assist people to retain their independence.

Cardio Pulmonary Resuscitation (CPR)

Two year certification through National Safety Council

Child & Infant CPR is available, please inquire

First Aid

Three year certification through the National Safety Council

Framework for Success

- Characteristics of Individuals who Receive Services
- Fundamental Rights
- Community Integration and Inclusion

Families, Choice Making and Communication Skills

Provides a foundation, and methods, to assist individuals and their families to make person-centered choices. Emphasizes the importance of communication in every facet of life; the importance of listening skills, recognition that actions are communication, and an awareness of the impact of diversity issues on clear communication.

Medication Technician Certification

Prepares staff to safely administer medication under the delegation of a Registered Nurse. This program is specifically designed for Maryland agencies which operate under the auspices of the Developmental Disabilities Administration. It meets the Maryland Board of Nursing standards which govern the administration of medication.

Please call for schedule if not posted in appropriate calendar

Clinical Update – 2 year Medication Technician Update

Please call for schedule if not posted in appropriate calendar

Safety - Offered during Orientation classes

Communicable Diseases - Provides information on communicable diseases, including

blood-borne pathogens, and precautions to protect staff and individuals who receive support from contracting or spreading infectious diseases.

Available for Individual classes.

Defensive Driving – Provides information on ways to avoid vehicular accidents; precautionary measures regarding backing-up weather conditions, careless drivers and other road hazards are taught.

Available for Individual classes.

Fire – Provides information on fire prevention and preparedness, procedures to use in the event of fire, and fire extinguisher training.