

P.E.P.P UNLIMITED

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100 HOURS TRAINING SCHEDULE 2023/2024

Most Days Begin at 9:00 am & End by 5:00pm *(9hr sessions have 8am start)*

Tardiness more than 20 minutes will result in non-credit for class session

Dates and Times for Sessions are subject to change

RED MODULE

6 hrs	<p>Gerontology The Aging Process, Aging in Place, Sensitivity Training, Age Discrimination Act of 1975, Elder Care Payment Restitution Act, Act 171 of 2002, Elder Abuse</p>	<p>October 16, 2023</p> <p>January 15, 2024 April 15, 2024 July 15, 2024 October 21, 2024</p>
3 hrs	<p>Residents Rights DHS Regulations - Healthcare Ethics - Home Rules Fostering a Home-Like Environment - Sensitivity Training Complaint Procedures</p>	
4 hrs	<p>Community Resources, Social Services and Activities in the Community Available Options to Senior Citizens - Resources Caregiver Resources - Community Health & Social Services Emergency Resources - Associations/Organizations Vendor Resources</p>	<p>October 17, 2023</p> <p>January 16, 2024 April 16, 2024 July 16, 2024 October 22, 2024</p>
4 hrs	<p>Recreation State Regulations - Resident Centered Programming Identify and Define the 6 Program Scopes - Program Assessment Working with Residents with Special Needs Low Cost, Low Budget Activities - Resources Professional Organizations</p>	
7 hrs	<p>Nutrition, Food Handling and Sanitation Nutrition and the Elderly - Creating & Maintaining PPD Guidelines for Cooking - Menu Planning Personal Hygiene Guidelines for Food Handlers Food Safety & Sanitation Techniques</p>	<p>October 18, 2023</p> <p>January 17, 2024 April 17, 2024 July 17, 2024 October 23, 2024</p>
2 hrs	<p>Local, State and Federal Laws and Regulations Pertaining to the Operation of a Home Local/State/Federal Laws</p>	
7 hrs	<p>Medication Procedures, Medication Effects and Side Effects and Universal Precautions DHS Regulations - Common Medical Terminology The Medical/Medication Record Drug Classifications, Purposes, and Precautions Medication Administration - Common Medical Emergencies Common Diseases & Disorders in the Elderly Universal Precautions - Advance Directives Death of a Resident</p>	<p>October 19, 2023</p> <p>January 18, 2024 April 18, 2024 July 18, 2024 October 24, 2024</p>

YELLOW MODULE

4 hrs	Budgeting, Financial Record Keeping and Resident Records Developing Budgets - Federal Forms - Resident Information Employee Information - Complaints & Unusual Incident Reports Resident Home Contracts Purpose of Contracts - Contract Content - SSI Contracts House Rules	November 6, 2023 February 12, 2024 May 13, 2024 August 19, 2024 November 11, 2024
2 hrs		
8 hrs	Care for Residents Who Have Dementia, Cognitive Impairments and Other Special Needs Dementia - Alzheimer's Disease - Other Special Needs	November 7, 2023 February 13, 2024 May 14, 2024 August 20, 2024 November 12, 2024
9 hrs (8 am start)	Care for Residents with Mental Illness Mental Illness - Mental Health & Aging Mental Illness & the Family - Crisis Intervention Techniques Resources	November 8, 2023 February 14, 2024 May 15, 2024 August 21, 2024 November 13, 2024
6 hrs	Abuse and Neglect Prevention and Reporting Definition of Abuse and Neglect - Indications of Abuse Types of Abuse - Reporting Abuse - Abuse Prevention Care for Residents who have Developmental Disabilities The Developmentally Disabled Resident Dealing with Challenging Behaviors	November 9, 2023 February 15, 2024 May 16, 2024 August 22, 2024 November 14, 2024
2 hrs		

BLUE MODULE

5 hrs	Writing, Completing and Implementing Initial Assessments, Annual Assessments and Support Plans Preadmission Assessment - 15 Day Assessment Support Plan - Frequency of Change Cultural Competency Cultural Issues - Cultural Communication Diversity Training for Staff	December 4, 2023 March 11, 2024 June 17, 2024 September 16, 2024 December 9, 2024
3 hrs		
8 hrs	Staff Supervision and Staff Person Training Including Developing Orientation and Training Guidelines for Staff: Supervisory Techniques - Hiring Techniques - Staffing Job Descriptions - Staff Related Issues - Staff Training Unemployment Compensation – COBRA – FMLA	December 5, 2023 March 12, 2024 June 18, 2024 September 17, 2024 December 10, 2024
9 hrs (8 am start)	Personal Care Services and Personal Hygiene Definition & Understanding Personal Hygiene Assistance with Activities of Daily Living Assistance with Instrumental Activities of Daily Living Management and Communication Related to Personal Hygiene Universal Precautions - Physical Site Safety	December 6, 2023 March 13, 2024 June 19, 2024 September 18, 2024 December 11, 2024

4 hrs	Fire Prevention and Emergency Preparedness General Information about Fires Personal Care Home Fire Safety Considerations Problems & Solutions to Safe Exiting Working with Local Fire Department Disaster Planning - Policy & Procedures - Record Keeping	December 7, 2023 March 14, 2024 June 20, 2024 September 19, 2024 December 12, 2024
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