

## ATTACHMENT J

### RN Train-the-Trainer: A Training Program for DD Nurses

- WHO:** Registered Nurses who:
- Are seeking initial training for DODD Trainer certification to train DD personnel in the administration of medication and performance of nursing tasks, and delegation
  - Are seeking repeat training for DODD Trainer re-certification
  - Are seeking more information re: law and rule, training DD personnel in the administration of medication and performance of nursing tasks, and delegation

LPNs who:

- Are seeking more information re: law and rule, delegation, and medication administration and other activities as performed by DD personnel

**WHAT:** A Train-the-Trainer program, preparing registered nurses to train DD personnel to administer medications and perform health-related activities, administer tube feedings and medications, and/or perform insulin injections.

**WHEN:** May 11 & 12 2011 8:30 a.m. – 4:30 p.m.

**WHERE:** Cuyahoga County Board of Developmental Disabilities  
1275 Lakeside E.  
Cleveland, OH 44114  
PH: 216-736-4521

**HOW:** In order to receive Trainer certification, registered nurses must attend **both** days of this program, complete written evaluations, and complete and submit the self-study post-program independent study assignment. Further instructions will be given during this program.

**Instructors:** Kathy Biddlestone, RN, BSN, CCBDD Staff RN and QA Nurse & Certified DODD Trainer of MR/DD Personnel as Guest Speaker

Linda A, Council, RN, BSN CCBDD Nurse Educator & Certified DODD Instructor of RNs and Trainer of MR/DD Personnel

Patricia A. Higgins, RN, BSN CCBDD Nurse Manager & Certified DODD Instructor of RNs and Trainer of MR/DD Personnel

#### **Prerequisites for**

- Trainer Certification:**
1. Current valid licensure in Ohio to practice as a registered nurse.
  2. A minimum of 18 months experience as a registered nurse.
  3. Previous experience caring for an individual with developmental disabilities

**Registration:** Complete the DODD Application located on the DODD website and fax or mail to:

Linda Council, RN, BSN  
CCBDD  
1275 Lakeside Ave.  
Cleveland OH 44114  
Fax: 216-861-0253

**Cost:** Submit \$80.00 registration fee. Make checks payable to **CCBDD**.  
**Check or money order only. No cash or credit will be accepted.**

**Parking:**

Because on-site parking is limited, nurses are asked to park in those lots surrounding the 1275 Lakeside facility. Nurses should be prepared to pay from \$2.00 - \$5.00 for all day parking. \$2.00 lots are approximately 3 blocks from the Lakeside facility. The more expensive parking lots are at E. 13<sup>th</sup> and Lakeside or E. 16<sup>th</sup> and Lakeside (both on the South side of Lakeside). A map of surround parking areas is available upon request.

**CE & Other Info:**

1. Registration deadline is May 1, 2011
2. Attendance is limited.
3. Registration is dependent upon receipt of application and will be accepted upon a first come, first serve basis.
4. Though only registered nurses may receive Trainer certification, licensed practical nurses may attend this training and receive CE accordingly, but will not receive Trainer certification.
5. For information about contact hours, and for any other information related to location and training, contact Linda Council at 216-736-4521 or [council.linda@cuyahogabdd.org](mailto:council.linda@cuyahogabdd.org). Fax: 216-861-0253.