

OFFICE OF WORKFORCE DEVELOPMENT & TRAINING
FALL 2016
TRAINING SCHEDULE

OWDT sponsors and provides instructor led courses, workshops, conferences, customized trainings, and technical assistance to community based organizations, behavioral health providers, and public health agencies throughout the state. Best practices are utilized in developing our wide array of basic to advanced trainings and are customized to fit the needs of the public behavioral health workforce. OWDT collaborates and partners with numerous organizations to assist with continuing education efforts including the awarding of Continuing Education Units (CEUs), conference and event planning, marketing, and event execution.

OWDT does not discriminate on the basis of race, color, sex, national origin, or disability in the operation and administration of its services, facilities, programs, benefits and employment opportunities.

Office of Workforce Development & Training

Fall 2016

Training Schedule

Office of Workforce Development & Training
Behavioral Health Administration
Voc Rehab Building
55 Wade Avenue, Catonsville, MD 21228

September 22 & 23	Co-Occurring Disorders in Integrated Care: Basic Competencies – Tom Godwin, MA, LCPC, LCADC, Co-Occurring Disorders Consultant/Trainer, University of Maryland School of Medicine, Department of Psychiatry, Evidence-Based Practice Center, Baltimore, MD – 14 hours THIS CLASS IS FULL
October 19	Strategic Prevention Planning – Larry Dawson, State Prevention Programs Manager, Behavioral Health Administration and Shayna Dee, Grant Program Manager, Behavioral Health Administration – 7 hours THIS CLASS IS FULL
October 28	Issues & Ethics for the Behavioral Health Professional – Gregory Hunter, MPC, MS, LCSW-C, CISD, Therapist and Trainer in Private Practice, Baltimore, MD – 7 Hours THIS CLASS IS FULL
December 7, 8 & 9	Developing Clinical Supervision Skills – Thomas Dolan, Grad. Cert., CAC-AD, Adjunct Professor, Community Colleges of Baltimore County, Baltimore, MD – 21 Hours THIS CLASS IS FULL
December 14 & 15	Motivational Interviewing (MI) – Paul Warren, LMSW, Training Director Addiction Technology Transfer Center Network (ATTC), Deputy Executive Director – Director, Training Institute NDRI-USA, Inc. and Anthony Estreet, Ph.D., LCSW-C, LCADC, CEO & Lead Consultant Next Step Treatment Solutions, LLC – 14 Hours THIS CLASS IS FULL
January 18 & 19	Compassion Fatigue – Anna Agnew, LCSW-C, Private Practice and Training Consultant, Adjunct Faculty, Harford Community College, Bel Air, MD – 14 Hours THIS CLASS IS FULL

REGISTRATION:

An application for registration of courses can be found on the last page of this catalog. You may also download application forms from our web site at <http://bha.dhmdh.maryland.gov>, under the 'Training' tab. Mail your completed application with full payment to ATTN: FISCAL, Behavioral Health Administration, Dix Building, 55 Wade Avenue, Catonsville, MD 21228. **ONLY CHECK, MONEY ORDER, AND R*STARS TRANSFER ACCEPTED.** This application **will not** be accepted without payment. Make checks and money orders payable to **BEHAVIORAL HEALTH ADMINISTRATION. DO NOT SEND CASH.** Purchase orders are accepted from federal agencies only. Only agencies paying by R*STARS transfer may FAX applications to 410-402-8607 with the CUR DOC number.

CONFIRMATION:

You will receive confirmation, including directions to the training by e-mail. For those applicants without e-mail, a confirmation will be mailed to the address provided on the application. **If you do not receive confirmation concerning your registration, you are not registered and should contact the Office of Workforce Development & Training (OWDT) at 410-402-8575 prior to the first day of class.** Courses and workshops are scheduled from 8:30 AM – 4:30 PM. The OWDT Training Room is located on the ground floor of the Behavioral Health Administration, Voc Rehab Building, 55 Wade Avenue, Catonsville, MD 21228.

Office of Workforce Development & Training Course Refund/Credit Request Form	FOR OWDT USE ONLY
All items must be completed in order to process the request:	
Name:	Home Address:
Home Phone:	Work Phone:
Employer/Agency:	
Employer/Agency Address:	
Request is for (please check only one):	
<input type="checkbox"/> REFUND	<input type="checkbox"/> CREDIT
Refund for payment made by Check or Money Order will be sent to the payee at the address provided on this form. Please allow 6 weeks for processing.	Credit for original paid amount will be issued and is good for 1 year from date of the first class. Credit will expire if not used within the year.
Course Title:	Course Date(s):
Amount Paid:	
Payment Method:	
Personal Check or Money Order Number:	Social Security Number:
Agency Check Number:	Federal ID (FEIN) Number:
MD State Agency--Paid by R*STARS Transfer:	
Cur Doc Number:	Federal ID (FEIN) Number:
Reason for Request:	
Signature of Person Submitting Request:	Date:
Return or Fax to: Office of Workforce Development & Training, Behavioral Health Administration Voc Rehab Building, 55 Wade Avenue, Catonsville MD 21228 Fax: 410-402-8604 Office: 410-402-8575	

**Course Descriptions
Fall 2016**

September 22 & 23

Co-Occurring Disorders in Integrated Care: Basic Competencies – Tom Godwin, MA, LCPC, LCADC, Co-Occurring Disorders Consultant/Trainer, University of Maryland School of Medicine, Department of Psychiatry, Evidence-Based Practice Center, Baltimore, MD – **14 Hours**

This course will provide participants an opportunity to learn more about treating co-occurring disorders by becoming competent in the areas of integrative screening and assessment, and developing a person-centered treatment plan that incorporates stage-specific treatment interventions. This course combines the No Wrong Door Integrative Screener that focuses on indicators of physical health, mental health, substance use, sexual behaviors, and infectious disease risk; the ASAM Six Dimensions of Multidimensional Assessment used to create a holistic biopsychosocial assessment of an individual to be used for service planning and treatment across all services and levels of care; and Person-Centered Recovery Planning through case studies and experiential exercises.

October 19

Strategic Prevention Planning – Larry Dawson, State Prevention Programs Manager, Behavioral Health Administration and Shayna Dee, Grant Program Manager, Behavioral Health Administration – **7 hours**

The training will provide an overview of the SAMHSA Strategic Prevention Framework (SPF) planning process that is being used across Maryland and the nation for the planning and implementation of evidence-based prevention strategies. It will be particularly helpful for newer prevention staff who have not participated in previous SPF training events, and behavioral health providers interested in learning about this process.

The SPF model is designed to help prevention planners use a data-driven process to determine their local community needs, priorities, goals, objectives and strategies. This model has five prescribed steps: Needs Assessment, Capacity Building, Strategic Planning, Implementation, and Evaluation. Each step will be discussed during the training, which incorporates guidance documents, worksheets, and toolkits.

October 28

Issues & Ethics for the Behavioral Health Professional – Gregory Hunter, MPC, MS, LCSW-C, CISD, Therapist and Trainer in Private Practice, Baltimore, MD – **7 Hours**

Practitioners are continually being challenged by questions regarding confidentiality, cultural sensitivity, competence, boundaries, and client/counselor rights. These ethical and or legal issues are tremendously important whether you are a supervisor, consultant, or a counselor doing community work.

This one day workshop will assist behavioral health professionals in developing the critical skills necessary for ethical decision making and for the understanding of various levels of ethical practice through lecture, real-life case studies, and role play.

**Course Descriptions
Fall 2016**

December 7, 8 & 9

Developing Clinical Supervision Skills – Thomas Dolan, Grad. Cert., CAC-AD, Adjunct Professor: Chemical Dependency Curriculum, Community Colleges of Baltimore County, Baltimore, MD – **21 Hours**

This experiential course is designed to help the clinical supervisor develop skills in the areas of assessment of counselor clinical skills and supervisory skills, development of professional growth plans, and teaching clinical skills to counselors. Topics include: characteristics of effective supervisors, self-assessment tools and techniques, ethical issues in supervision, accessing current research, counselor assessment tools and techniques, professional growth plans, adult learning theory, and clinical supervision vs. counseling.

December 14 & 15

Motivational Interviewing (MI) Paul Warren, LMSW, Training Director Addiction Technology Transfer Center Network (ATTC), Deputy Executive Director – Director, Training Institute NDRI-USA, Inc. and Anthony Estreet, Ph.D., LCSW-C, LCADC, CEO & Lead Consultant Next Step Treatment Solutions, LLC – **14 Hours**

Motivational Interviewing (MI) is a client-centered method of communication and counseling that focuses on an identified behavior 'change goal'. MI is an evidence based practice developed and refined to explore and resolve ambivalence. Effectively using MI requires understanding and practice of 'MI Spirit', the 'Four Processes' and the 'CORE Skills' - 'OARS'. A therapeutic relationship based on 'partnership' and the belief that clients have intrinsic strengths and the motivation to change are essential to this approach. This course introduces participants to the major principles and techniques of MI through group activities, role play, supportive feedback, and lecture. This hands-on training gives participants MI perspectives and skills that they are able to immediately incorporate into their practice.

January 18 & 19

Compassion Fatigue – Anna Agnew, LCSW-C, Private Practice and Training Consultant, Adjunct Faculty, Harford Community College, Bel Air, MD – **14 Hours**

This course is designed to help behavioral health practitioners understand compassion fatigue, secondary traumatic stress, organizational compassion fatigue, contributing factors, and symptoms. It will help the individual self-assess and learn to monitor levels of compassion fatigue and burnout. Participants will learn tools to support behavior change and resiliency, mindfulness, negativity bias, and healthy boundary setting.

GENERAL INFORMATION:

Courses and workshops are scheduled from 8:30 AM – 4:30 PM. The Voc Rehab building where the training is located does not open until 8:00 AM. Please do not plan to arrive prior to that time. The OWDT Training Room is located on the ground floor of the Voc Rehab Building, 55 Wade Avenue, Catonsville, MD 21228. Directions will be sent to you via email with your confirmation. The OWDT is not responsible for personal items left in training areas. Please call 410-402-8600 or campus security at 410-402-7927 if you have left any personal items in the training room.

CEUs:

The OWDT is approved to grant Continuing Education Units (CEUs) by the organizations listed below. All participants will receive a certificate of participation for each training event they attend. **Participants must attend all hours of training in order to receive a certificate. If you miss any portion of the training you will receive a letter indicating the hours that you did attend.**

The Maryland Board of Professional Counselors and Therapists has approved all courses and seminars for Category A CEUs, for certified or licensed professional counselors, marriage and family therapists, and alcohol and drug counselors.

The Maryland Board of Social Work Examiners has approved all courses for Category I CEUs, for Social Workers.

The State Board of Examiners of Psychologists has approved all courses for CEUs, for Psychologists.

The Maryland Association of Prevention Professionals and Advocates has approved all courses for CEUs, for Certified Prevention Professionals, Certified Prevention Specialists, and Associate Prevention Specialists.

REFUND/CREDIT POLICY:

A refund or credit will be granted when a completed Course Refund/Credit Request Form is received at the Office of Workforce Development & Training **no later than five working days prior to the first class session.** Please allow 6-8 weeks for refunds to arrive in the mail. The Social Security Number of the student(s) requesting a refund must be included on the Course Refund/Credit Request Form in order for a refund to be processed. This form can be found on the last page of this catalog or downloaded from http://bha.dhmdh.maryland.gov/Documents/OWDT_CreditandRefundForm.pdf

INCLEMENT WEATHER POLICY:

If, as of 7:00 AM, on the morning of a scheduled Office of Workforce Development & Training class, Baltimore County Public Schools are **closed**, then the OWDT class will be cancelled and rescheduled. If Baltimore County Public Schools are delayed 1 or 2 hours, then the class will begin at 10:30 AM. We will notify you regarding the rescheduling of the session via e-mail and/or phone call. If you have any questions, please call our main number, 410-402-8575.

NON-SMOKING CAMPUS:

We are located on a **Non-Smoking** campus. There are **NO** approved smoking areas on/or within the Spring Grove Hospital campus. Additionally, you are not permitted to smoke in your car while it is parked or in motion on any part of the Spring Grove Hospital campus. You must leave the campus to smoke.

FOR OWDT USE ONLY

Send to **ATTN: FISCAL**
Behavioral Health Administration
Dix Building
55 Wade Avenue
Catonsville, MD 21228

FALL 2016 APPLICATION

Name: _____ Social Security: _____ - _____ - _____

Street Address: _____

City: _____ State: _____ Zip code: _____

Home Phone: _____ e-mail: _____

Employer: _____

Employer Phone: _____ Fax: _____

Course Selection: Please check box(s) of all courses for which you are submitting payment.

<p>2 Day Course (\$120)</p> <input type="checkbox"/> <p>Co-Occurring Disorders in Integrated Care: Basic Competencies September 22 & 23, 2016 Closed</p>	<p>1 Day Course (\$70)</p> <input type="checkbox"/> <p>Issues & Ethics for the Behavioral Health Professional October 28, 2016 closed</p>	<p>2 Day Course (\$120)</p> <input type="checkbox"/> <p>Motivational Interviewing (MI) December 14 & 15, 2016 Closed</p>
<p>1 Day Course (\$70)</p> <input type="checkbox"/> <p>Strategic Prevention Planning October 19, 2016 Closed</p>	<p>3 Day Course (\$160)</p> <input type="checkbox"/> <p>Developing Clinical Supervision Skills closed December 7, 8 & 9, 2016</p>	<p>2 Day Course (\$120)</p> <input type="checkbox"/> <p>Compassion Fatigue January 18 & 19, 2017 closed</p>

Total Amount Enclosed: \$ _____

ONLY CHECK, MONEY ORDER, AND R*STARS TRANSFER ACCEPTED
*This application **will not** be accepted without payment. Make checks and money orders payable to: **BEHAVIOR HEALTH ADMINISTRATION. DO NOT SEND CASH.***
Purchase orders are accepted from federal agencies only.

Agency: MOO
PCA: M160S
Revenue Object: 6657
R*STARS Transaction Code: 410
Index Code: 10900

When processing the R* STARS transaction, indicate the student's name and course name in the description field.
Important: Show payment by supplying the transaction Cur Doc Number below, and fax to the Fiscal Department in order to complete the registration.

R*STARS Transfer for Maryland State Agency Use Only: CUR DOC #: _____

FISCAL OFFICER: _____ PHONE: _____

FAX R*STARS TRANSACTIONS TO: 410-402-8607