Presents

Person Centered Planning and Accurate Documentation

3 Hours Person Centered Planning
3 Hours Documentation

March 24, 2014
9:30 AM until 4:30 PM
Register before March 17th to receive 25% Discount!

About:
The first 3 hours of this training are on the instructional elements of completing a Person Centered Plan. The last 3 hours are on the essential elements of documentation.

Target Audience
Administrative staff and direct service providers.
Registration limited to 24 people.

What will I learn?
- Core concepts of accurate documentation to enhance current skills.
- The components to writing a detailed and accurate service note using the PIE format.
- Techniques to ensure that daily service notes are aligned with and support client PCP goals.
- Participants will practice writing a progress note using an in class case example.
- How to incorporate person centered thinking methods, techniques, and tools into your professional interaction with the various client populations you serve for the purpose of determining real life outcomes with and for clients.
- How to effectively utilize constructive communication skills to manage and reduce conflicts that may occur during the planning process while at the same time providing meaningful options and supporting an environment for informed decision making for clients.

Location:
NC Council of Community Programs Office
505 Oberlin Rd, Suite 100
Raleigh, NC 27605

Faculty:
Danielle Coleman is an experienced trainer with over fifteen years of experience working with children and families. She obtained her Bachelor’s Degree in Psychology and her Master’s Degree in Social Work. She is a Licensed Clinical Social Worker, a Licensed School Social Worker, a member of the Academy of Certified Social Workers, and a Clinical Supervisor for practicing social workers. She maintains a professional membership with the National Association of Social Workers, and sits on the Community Advisory Board for the Department of Social Work at UNC-Charlotte.

Cost: $100.00 per person after March 17th. On or before March 17th - $75.00

The NC Council of Community MH/DD/SA Programs is a nonprofit association representing LME-MCOs and providing Affiliate Member benefits to provider agencies.
Person Centered Planning and Accurate Documentation
March 17th, 2014
9:30 am - 4:30 pm

$75 per person before March 17th, 2014
$100 per person after March 17th, 2014

REGISTRATION FORM

ON LINE REGISTRATION AVAILABLE
WWW.NC-COUNCIL.ORG with a Credit Card

OR

Use Registration Form below and Mail with a Check to:
NC Council of Community Programs, 505 Oberlin Road, Suite 100 Raleigh, NC 27605

PLEASE BE ADVISED – The training starts promptly at the times stated above and the registration table will close shortly thereafter.

Return Check Policy: "A $25 fee will be assessed by the NC Council for all returned checks"

Cancellation Policy: You must cancel 3 business days (before 5:00 p.m.) prior to the training event in order to receive refund on your registration. If cancellation is not made at this time, no refund will be given. A $15 administrative processing fee will be charged for all cancellations.

Location: The NC Council of Community Programs Office, 505 Oberlin Rd., Suite 100, Raleigh, NC 27605

For more information go to www.nc-council.org or contact Laura Ring at (919) 327-1500.

This form MUST be included with payment. If payment is received without the form it will be sent back as it cannot be processed.

COMPLETE ALL FIELDS- PLEASE PRINT CLEARLY

NAME___________________________________________________________

ORGANIZATION___________________________________________________

TITLE___________________________________________________________

BILLING ADDRESS_________________________________________________

CITY__________________________________ STATE_____ ZIP___________

PHONE_____________________________

EMAIL (must complete)_____________________________________________