

## Special Ed. Training Schedule

**Monday August 25, 2014**

**Staff involved: SE teachers, PCA's, building nurses, District Nurse, PT, MA billing coordinator.**

<u>Time</u>	<u>Content</u>	<u>Location</u>
7:45 am – 9:45	Staff meetings	Each building
9:45 am – 10:45	Medical review, bus safety Body mechanic review, MA billing	Sibley
11:00 – 12:00	Medical review, bus safety Body mechanic review, MA billing	HS
12:00 – 1:00	Lunch	
1:00pm – 1:30 pm	Medical review, body mechanic review MA billing	GVP
1:45 – 2:15	Medical review, body mechanic review MA billing	BW
2:30 – 3:00	Medical review, bus safety Body mechanic review, MA billing	MS
3:00 – 3:30	Review of stander/hoyer	MS

- PCA 's who cannot fit completing the annual Bloodborne Pathogen on line training into their time frames can complete it at another time and submit a payroll claim form for up to one hour as compensation for the training.
- Individual building schedules are approximates. This will allow Elizabeth, Laurie and Teresa Rome (MA billing) to move from building to building to complete their training.