



Community
MENTAL HEALTH
CLINTON • EATON • INGHAM

Greetings from the Training Unit,

Training dates and registration links for December & January classes are included below.

Update for Environmental Safety training:

This training was due initially only (90 days from hire date). This will now be due both initially (90 days from hire) **AND** every 3 years. For staff that have taken this, the due date for the 3 year refresher will be based off of your last completion date. The materials and test can be found on our public website:

<http://www.ceicmh.org/community-resources/provider-resources>

or by clicking the links below (use for both initial and 3 yr refresher):

- [ENV. Safety PowerPoint](#)
- [ENV. Safety Test](#)

INFO FOR COMPLETING CPR & FIRST AID:

First Aid must be completed online, before the date you sign up for the CPR Skills Demo class.

To access the First Aid videos and online quiz please [CLICK HERE](#)

OR copy & paste this link into your web browser or email it to staff:

<https://www.proprofs.com/quiz-school/ugc/story.php?title=cmhacei-first-aidz1>

The PASSWORD is: 23QEdF

- If you are a manager and are signing staff up for CPR/FA, YOU are responsible for giving staff the link and password above, so they can watch the First Aid videos & take the online quiz before the date they're scheduled for the CPR Skills Demo class.
- Staff are required to bring proof of their Certificate of Completion of First Aid with them on the day they are signed-up to attend CPR Skills Demo. A picture or screenshot on their cellphone or a printed certificate are both acceptable.

SELF DETERMINED/RESPITE STAFF:

If you only need First Aid Certification please use the link & password above for First Aid completion online.

Working with People:

***This is a 2-day training. The class time for both days is 9:00a - 3:30p. There is no registration, this is a first come, first serve in-person training.**

- 12/12/24 and 12/13/24
- 1/30/25 and 1/31/25
- 2/27/25 and 2/28/25
- 3/13/25 and 3/14/25

Recipient Rights Orientation (RRO) Zoom Links:

12/17/24 9:00a - 11:00a [CLICK HERE](#)

1/7/25 9:00a - 11:00a [CLICK HERE](#)

1/22/25 1:00p - 3:00p [CLICK HERE](#)

2/4/25 9:00a - 11:00a [CLICK HERE](#)
2/19/25 1:00p - 3:00p [CLICK HERE](#)
3/4/25 9:00a - 11:00a [CLICK HERE](#)
3/19/25 1:00p - 3:00p [CLICK HERE](#)

***For questions regarding the Recipient Rights Orientation Zoom trainings please email: Lynn McLaughlin: mclaughl@ceicmh.org**

CPR SKILLS DEMO:

Classes are scheduled for 90 minutes

DECEMBER:

12/9/24 9:00a [CLICK HERE](#)
12/9/24 11:00a [CLICK HERE](#)
12/12/24 9:00a [CLICK HERE](#)
12/12/24 11:00a [CLICK HERE](#)
12/13/24 9:00a [CLICK HERE](#)
12/13/24 11:00a [CLICK HERE](#)
12/17/24 9:00a [CLICK HERE](#)
12/17/24 11:00a [CLICK HERE](#)
12/20/24 9:00a [CLICK HERE](#)
12/20/24 11:00a [CLICK HERE](#)

JANUARY:

1/6/25 9:00a [CLICK HERE](#)
1/6/25 11:00a [CLICK HERE](#)
1/7/25 9:00a [CLICK HERE](#)
1/8/25 9:00a [CLICK HERE](#)
1/8/25 11:00a [CLICK HERE](#)
1/13/25 9:00a [CLICK HERE](#)
1/13/25 11:00a [CLICK HERE](#)
1/16/25 9:00a [CLICK HERE](#)
1/16/25 11:00a [CLICK HERE](#)
1/21/25 9:00a [CLICK HERE](#)
1/21/25 11:00a [CLICK HERE](#)
1/24/25 9:00a [CLICK HERE](#)
1/24/25 11:00a [CLICK HERE](#)
1/29/25 9:00a [CLICK HERE](#)
1/29/25 11:00a [CLICK HERE](#)
1/30/25 9:00a [CLICK HERE](#)
1/30/25 11:00a [CLICK HERE](#)
1/31/25 9:00a [CLICK HERE](#)
1/31/25 11:00a [CLICK HERE](#)

INSULIN & FINGERSTICK GLUCOMETER TRAINING:

Classes are scheduled for one hour

DECEMBER:

12/13/24 1:00p [CLICK HERE](#)
12/17/24 1:00p [CLICK HERE](#)

JANUARY:

1/6/25 1:00p [CLICK HERE](#)
1/13/25 1:00p [CLICK HERE](#)
1/16/25 1:00p [CLICK HERE](#)
1/21/25 1:00p [CLICK HERE](#)
1/30/25 1:00p [CLICK HERE](#)

BASIC HEALTH & MEDS:

Classes are scheduled from 9:00a - 2:00pm

DECEMBER:

12/10/24 [CLICK HERE](#)
12/11/24 [CLICK HERE](#)
12/18/24 [CLICK HERE](#)

12/19/24 [CLICK HERE](#)

JANUARY:

1/8/25 [CLICK HERE](#)

1/9/25 [CLICK HERE](#)

1/14/25 [CLICK HERE](#)

1/15/25 [CLICK HERE](#)

1/22/25 [CLICK HERE](#)

1/23/25 [CLICK HERE](#)

1/27/25 [CLICK HERE](#)

1/29/25 [CLICK HERE](#)

DROP-IN MED REFRESHER:

Classes are scheduled as DROP-IN BETWEEN 9:00am - 1:00pm

DECEMBER:

12/6/24 [CLICK HERE](#)

12/16/24 [CLICK HERE](#)

JANUARY:

1/10/25 [CLICK HERE](#)

1/17/25 [CLICK HERE](#)

1/28/25 [CLICK HERE](#)

The Training Unit will be closed:

- **12/23/24 - 1/3/25**
- **1/20/25**

TRAINING UNIT CONTACT INFO:

Training Unit Secretary: Jennifer Wrather

PHONE: 517-323-9610 extension: **2353**

EMAIL: wrather@ceicmh.org

Training Unit E-FAX # (517) 237-7330

Training Unit Alternate FAX: 517-327-0396

Training Unit Coordinator: Bridget Doyle

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PHONE: (517) 323-9610 ext.: **2339**

Training Unit RN Instructor: Kathryn Higgins RN, BSN

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Training Unit RN Instructor: Deneen Gallagher, RN, BSN

EMAIL: gallaghd@ceicmh.org

Bridget Doyle | LMSW

Training Unit Coordinator

Phone: 517-323-9610 x 2339

Community Mental Health Authority of Clinton, Eaton, Ingham Counties



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