

Training Log for

Category	Dates Attended	Brief Description of Course	# Hours	Total
1. The Aging Process: Physical, mental changes				
2. Elder Services: Network and array of services available to the senior community for independent / with services resident				
3. Disability Services:				
a. Network & array of services available				
b. Types of disabilities & how to coordinate services.				
4. Federal & Applicable state entitlement programs for elderly / disabled:				
*Older Americans Act				
*Fair Housing				
*504 Reasonable Accom.				
*Developmental Disabilities Act				
*American Disabilities Act				
*Civil Rights Act/ statues				
*MA Health				
*Medicare				
5. Legal Liabilities Issues:				
6. Medication Substance Abuse: The use/abuse of medications, alcohol or other drugs.				
7. Mental Health Issues:				
8. Strategies for effective Communication for difficult situations: Promote conflict resolution, positive attitudes, methods to deal w/uncooperative individuals.				
9. Strategies for Dealing w/ Cognitive Impairments:				

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Categories 10-28 are listed to be used for personal growth and development				
10. Ethics/ Confidentiality				
11. Record Keeping/ Documentation				
12. Local Programs & Requirements				
13. Working w/ Resident Organizations.				
14. Support Networks for Residents.				
15. Working w/ Volunteers				
16. Peer Network				
17. Counseling				
18. Advocacy				
19. Team Building				
20. Motivation				
21. Other Health problems among the aging.				
22. Crime & Self Protection.				
23. Death & Loss				
24. Living Wills/ Trusts				
25. Lease Education				