



March 28, 2008

The Leader Within You with Judi Clements

Tuesday, April 8th - 9:00am - 4:00pm



Have you ever thought about becoming a supervisor or have you recently become one? What will it take to be successful? RRTI is pleased to announce that Judi Clements, a veteran trainer and public speaker, will give you a crash course in how to be a better communicator and leader. By looking inside yourself and assessing your own talents and abilities, you will begin to see how these qualities fit into the world of supervision and leadership.

Judi Clements, who has offered training, coaching and keynotes for over 20 years, will focus on:

- The characteristics of effective leaders
- The distinguishing roles of supervision
- Self-assessment
- Handling the challenges of supervising peers and friends
- Establishing supervisory authority and rapport with employees
- Avoiding common traps
- Developing a positive communication climate to enhance productivity
- Differentiating “hearing” from “listening” and how to use “active listening”
- Overcoming destructive defensiveness and conflict

This training is designed for direct support professionals, supervisors, managers, job coaches, financial staff, and anyone else who wants to find the leader within.

Contact stacie@nyrehab.org or 518-449-2976 ext. 108 to register

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Welcome Barbara Berberich to RRTI



The New York State Rehabilitation Association is proud to announce the appointment of Barbara N. Berberich as Director of Training and Research at the Rehabilitation Research and Training Institute. Ms. Berberich brings her extensive experience in provision of services to persons with disabilities, training, and program coordination. Prior to joining NYSRA/RRTI, Ms. Berberich operated her own training and consulting firm, BBerberich and Associates, and worked for several human service agencies that serve people with disabilities. The Rehabilitation Research and Training Institute is an essential resource for the members of NYSRA, and

the community, that provides services and supports to people with disabilities, by provision of training, technical support, policy and research activities to the rehabilitation field. RRTI is dedicated to a vision of community integration, mainstream employment, and universal access for people with disabilities, fostering excellence in community based programs serving individuals, throughout New York State.

Contact Barbara at 518.449.2976 ext. 104 or at Barbara@nyrehab.org to discuss agency, regional and/or on-site needs.

REHABILITATION
RESEARCH AND
TRAINING INSTITUTE

RRTI

155 Washington Avenue
Suite 410
Albany, NY 12210

518.449.2976
518.426.2379 fax

www.rrti.org

Trainers' Institute: Developing a Trainers' Toolbox - Talent, Technique and Technology

May 13-14th - Century House - Latham, NY



The Trainers' Council of RRTI is pleased to host the first annual Trainers' Institute. This day and a half training focuses on professional development and personal growth including learning, demonstrations, dialogue, the sharing of ideas and networking. This training is for professional trainers in the rehabilitation field who provide support and services to people with disabilities including training managers, program managers, training staff, quality assurance training managers,

HR staff, IT specialists and teachers.

Our expert trainers will be Judi Clements, Perry Samowitz, Robert Sbordone and Staff Ed and the Electric Educators.

Judi Clements is a veteran trainer & public speaker, who has offered training, coaching and keynotes for over 22 years. Formerly VP of Training for a national healthcare firm, Judi has written dozens of original training curricula and had her own radio segment. She is a certified NYS teacher & qualified *Myers Briggs Personality Type* consultant.

Perry Samowitz is the Director of Education and Training for YAI/National Institute for People with Disabilities. Over the last 30 years, Perry has produced numerous training videos that are being utilized by agencies across the United States and in many countries. He is a certified sexuality educator and has co-developed tools to determine sexual consent for people with developmental disabilities.

Robert Sbordone is Manager of Staff Training and Development for Jawonio, Inc. a non-profit agency dedicated to advancing the independence, well-being and equality of people with disabilities and special needs. He is responsible for designing, developing and overseeing all agency training. Robert applies innovative techniques of instructional design and learning theory to build the skills his learners need.

Staff Ed and the Electric Educators bring a combination of music and humor to the world of staff training. The band is composed of members of Hard Cold Sell, the "house band" for Mountain Lake Services: a combination of people supported through Mountain Lake Services and the staff who support them. The songs are favorites of the staff training crowd, including such hits as OSHA-Rona, The Tube Cert Boogie, and (I Can't Get No) Staff Retention. This multimedia performance will be a rocking, humorous celebration of the challenges faced in the world of staff training. Clear the floor: Staff Ed is in the house!

Sessions include:

- What's in Your Toolbox?
- Laughter Builds
- Even If You're on the Right Track, You'll Get Run Over if You Just Stand There
- Promising Tips for Using the Toolbox

To register for the Trainers' Institute, go on-line to www.rrti.org, see the brochure at the end of this issue or contact stacie@nyrehab.org or 518-449-2976 ext. 108.

Did you know...?

All forms of payment are now accepted when you register on-line at www.rrti.org!

RRTI Events

April 8, 2008

The Leader Within You

Holiday Inn—Wolf Road, Albany
9am-4pm

April 23, 2008

Trainers' Council Meeting

RRTI Training Center
10:30am-2:30pm

May 13-14

Trainers' Institute:

***"Developing the Trainer's
Toolbox-Talent, Technique,
Technology"***

Century House, Latham, NY

June 16-17, 2008

***Just the Facts: How to
Conduct Investigations for
MR/DD Programs***

Jawonio, Inc.; Rockland County
9am-4:30pm

SAVE THESE DATES

June Management Meeting

June 5-6, 2008

*Gideon Putnam Hotel
Saratoga Springs, NY*

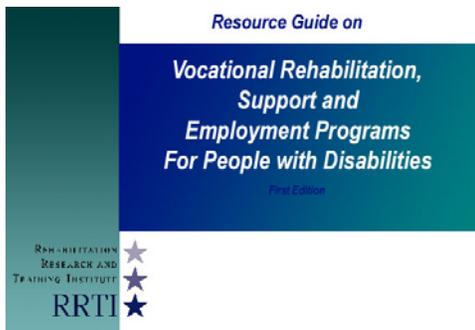
Annual Leadership

Training Summit

September 15-17, 2008

*The Desmond
Albany, NY*

Resource Guide on Employment Now Available



RRTI has just issued its new Resource Guide on Vocational Rehabilitation, Support and Employment Programs for People with Disabilities.

For people with disabilities, employment is an important factor in maintaining self esteem, quality of life, social interaction, mental health recovery, and inclusiveness in community settings. Vocational rehabilitation agencies assist individuals

with disabilities in acquiring skills needed to get, keep, or regain employment.

Employment programs assist people in finding jobs.

The purpose of the RRTI Resource Guide on Vocational Rehabilitation, Support and Employment Programs for People with Disabilities is to provide information on the large variety of federal and state agencies, programs, and technical assistance resources related to vocational rehabilitation and employment for people with disabilities. The guide contains information on many agencies and programs along with internet links to many of the resources for additional information. The appendix contains links to several articles that may also be of use to those interested in various vocational rehabilitation topics.

The guide can be viewed at www.rrti.org. Click on 'Resource Guide on Employment: on the left side of the home page.

Webcasts



Supported Employment and Mental Illness: Addressing the Secondary Issues with Deborah Becker

Date: 4/8/2008, 2:00pm ET

Supported employment is designed to assist individuals with disabilities who are interested in working, regardless of substance abuse, treatment non-adherence, symptoms, and homelessness. However, employment specialists often struggle with assisting individuals who have these challenges.

This webcast will address these secondary issues of mental illness and give specific strategies for providers to use for assisting individuals in finding and keeping employment. For more information, go to <http://www.crp-rcep.org/training/webcastDetails.cfm/112>

RRTI Products

DRA Compliance Toolkit Available NOW!

As you may have heard, the new state budget includes a provision regarding a "false claims act" on the state level. It gives a right of action - and incentives - to local governments and even individuals to blow the whistle on Medicaid fraud. Our new toolkits includes the most current information about the DRA, NYS Social Services Law and other state budget provisions impacting our agencies.

With the help of Medicaid experts from Manatt, Phelps & Phillips, LLP, NYSRA has created the DRA Compliance Toolkit. This valuable guide contains the information your agency needs to comply with the mandatory provision of the DRA. The toolkit is available on CD-ROM and in a printed manual. Agencies purchasing the toolkit will also receive a 3-hour training to review its contents and applications. Topics covered in the 3-hour training include

- Code of Conduct
- Employee Handbook provisions addressing the False Claims Act and other fraud and abuse issues
- Essential Policy Templates and Changes mandated under the DRA
- Customized area of risk assessment addressed for MRDD and MH providers
- Compliance Officer Requirements
- and more!

The cost of the Toolkit is \$995 for NYSRA members and \$1,495 for non-members. Please contact NYSRA at 518.449.2976 ext. 331 for more information or email stacie@nyrehab.org. Order Now!

Twice a month, RRTI offers The Training ReSource to professionals in the field. This publication highlights products and services available to you and your staff from RRTI and others in the field. It also focuses on research presented in the field. If your agency has news that fits this venue, please feel free to share it with RRTI and other professionals. Submit articles and other news directly to Anita at anita@nyrehab.org.

Related Industry Conferences and Events

4/21-24/08

Easter Seals Project Action

2008 Mobility Planning Services Institute

Renaissance Washington Hotel; Washington, DC

For more information, <http://www.projectaction.org/> or 202-347-3066 (Washington, D.C.); 800-659-6428 (toll-free); 202-347-7385 (TDD)

4/22-23/08

NYAPRS 4th Annual Executive Seminar on Systems Transformation

Innovative Strategies in Program, Practice and Funding That Promote Wellness and Recovery

Crowne Plaza; Albany, NY

For more information, go to www.nyaprs.org or call 518-436-0008

4/27-29/08

Empire State APSE Supported Employment Training Institute

Crowne Plaza, Lake Placid

For more information, contact Wendy Quarles; 716-829-2875 or wquarles@buffalo.edu

5/8-9/08

2008 Symposium on Strengthening the HCBS Direct Service Workforce

Hyatt Regency; Baltimore

For more information, call 1-877-822-2647 or email infor@dswresourcecenter.org

5/15/08

NYS Interagency Partnership on Assistive Technology

New York State Governor's Assistive Technology Expo

Empire State Plaza Convention Center

For more information, contact Michelle Murray; 518-388-0690 or go to www.atexpo2008.com

5/21-22/08

Vision Rehabilitation and Employment Institute 2008

Crowne Plaza; Albany, NY

For more information; wquarles@buffalo.edu

7/9-11/08

APSE 2008: **The Winner's Circle...Everybody Works, Everybody Wins!**

Marriott Downtown; Louisville

For more information; www.apse.org

7/15-17/08

Workforce Innovations 2008: Success Decoded

Sponsored by the USDOL's Employment & Training Administration and the American Society for Training & Development

New Orleans

For more information, go to www.workforceinnovations.org

9/24-26/08

NYAPRS 26th Annual Conference

Integrating Our Services, Integrating Our Lives

Nevele Grand; Ellenville, NY

For more information, go to www.nyaprs.org or call 518-436-0008

Benefit for NYSRA Members: Discounted Training at Cornell's ediOnline

NYSRA wants to remind you that Cornell University and NYSRA are once again partnering with an offer for NYSRA Agency members as well as our Allied Association members. Cornell's Employment and Disability Institutes' Online training courses are available at a **10% discount!**

Upcoming courses include:

- **Apr 10, 2008** Title: 6.4 Person-Centered Career Planning Part I: Discovery
Instructor: Ray Cebula
- **Apr 08, 2008** Title: 6.3 Job Carving/Resource Ownership
Instructor: Ray Cebula
- **Apr 03, 2008** Title: 6.2 Building Lasting Partnerships with Business
Instructor: Ray Cebula
- **Apr 01, 2008** Title: 6.1 Engaging Transition-Aged Youth and Their Families in Career Obtainment
Instructor: Ray Cebula

Go to www.edi.cornell.edu to link to the ediOnline website with full descriptions of all the courses available to you and your staff. When registering just click the box that says NYSRA member - it is that simple!

If you have any questions please feel free to contact Pat Dowse at NYSRA for assistance - pat@nyrehab.org.

**10% off
for
NYSRA
Members!!!**



Cornell University
ILR School
Employment and Disability Institute

ediONLINE

Your source for employment and disability-related training at Cornell University

Register at www.edi.cornell.edu

Cornell University Certificate in Benefits and Work Incentives Planning and Assistance

Cornell University's
Employment and
Disability Institute is
nationally renowned for
preparing benefits and
work incentives
practitioners.

It is a combination of
these three certificate
programs:

- 1.0: SSA Work
Incentive Knowledge
and Utilization
- 2.0: Work Incentive
Program
- 3.0: Federal Benefit
Programs

Contact Us

Employment and
Disability Institute

607.225.9364 (p)
607.255.2763 (f)
607.255.2891 (tty)

sds7@cornell.edu

Upcoming Courses:

[ediONLINE 3.4: Workers' Compensation](#)

Tuesday, March 18, 2008 1:00 - 2:30 PM EST

[ediONLINE 3.5: Earned-Income Tax Credit \(EITC\)](#)

Thursday, March 20, 2008 1:00 - 2:30 PM EST

[Policy Forum 12: Employment In The Federal Sector For People With Disabilities](#)

Friday, March 21, 2008

Register Now!

Go to www.edi.cornell.edu for courses and dates.

About ediONLINE

The **Employment and Disability Institute** (EDI) at Cornell University's ILR School now offers online professional development courses and certificate programs in Disability, Workplace & Employment Support Practice. Each course consists of interactive multimedia presentations and downloadable PowerPoint course materials. You can take an ediONLINE course from your office, the comfort of your own home or anywhere you choose with access to the Internet and a phone.

About Cornell University and the ILR School

The ILR School at Cornell University is recognized globally as the preeminent institution for the study of employment-related issues. The Employment and Disability Institute in the ILR School has been a purveyor of research, training and technical support on disability and workplace issues since the mid-1960s and is known for developing leaders who improve policy, practice and the lives of individuals with disabilities.



Trainers' Institute: *Developing a Trainers' Toolbox Talent, Technique and Technology*

**May 13—14, 2008
Century House Hotel
Latham, NY**



Presenters:

- ~ **Perry Samowitz, YAI**
- ~ **Robert Sbordone, Jawonio, Inc.**
- ~ **Judi Clements, Judi Clements Training & Development**
- ~ **OMR and OMH Representatives**

Featuring:

Staff Ed and the Electric Educators

Developing a Trainers' Toolbox Talent, Technique and Technology

For the professional offering training to those in the rehabilitation field which provide support and services to people with disabilities. The Trainers' Council of RRTI is pleased to host the 1st Annual Trainers' Institute. This day and a half Institute has a focus on professional development and personal growth including learning, demonstrations, dialogue, sharing of ideas and networking.

Who Should Attend?

Training Managers, Program Managers, Training Staff, Quality Assurance Training Managers, HR Staff, IT Specialists and Teachers.

Tuesday, May 13, 2008 Day 1 Agenda

| | |
|---------------|--|
| 10am | Registration |
| 11am | What's in your Toolbox? |
| 12 Noon | Welcome Lunch and Introductions |
| 1:45pm | Break |
| 2:00pm | Laughter Builds ■ Judi Clements |
| 2:15pm | Even If You're On the Right Track, You'll Get Run Over if You Just Stand There ■ Judi Clements |
| 3:00pm | Promising Tips for using the Toolbox |
| 3:45pm | Staff Ed and the Electric Educators |
| 4:45pm | End |
| Dinner on own | |

About the Presenters:

Judi Clements is a veteran trainer & public speaker, who has offered training, coaching and keynotes for over 22 years. Formerly VP of Training for a national healthcare firm, Judi has written dozens of original training curricula and had her own radio segment. Judi has offered public speaking coaching to everyone from priests to politicians, performed one-woman reviews, taught high school & college, and appeared in radio & television commercials. She is a certified NYS teacher & qualified *Myers Briggs Personality Type* consultant, with a Master of Arts Degree from the University at Albany. Judi believes—*“Learning is a lifelong endeavor. With knowledge and a good sense of humor, we can handle even the most difficult change.”*

Perry Samowitz is the Director of Education and *Training for YAI/National Institute for People with Disabilities*. Over the last 30 years, Perry has produced numerous training videos and CD-ROMS that are being utilized by agencies across the United States and in many countries. He is a certified sexuality educator and has co-developed tools to determine sexual consent for people with developmental disabilities. Perry has presented at many conferences throughout the U.S., Canada, Finland, and Iceland.

Robert Sbordone is Manager of Staff Training and Development for *Jawonio, Inc.* a non-profit agency dedicated to advancing the independence, well-being and equality of people with disabilities and special needs. He is responsible for designing, developing and overseeing all agency training. He was a teacher in the public school system for nearly 30 years working with both youth and adult learners. Having made the transition to corporate training over 7 years ago, Robert continues to apply innovative techniques of instructional design and learning theory to build the skills his learners need. Robert holds a Bachelor of Arts degree, cum laude, from the State University of New York in Education. He has also completed doctoral work at Teachers College of Columbia University where he focused on instructional design.

Staff Ed and the Electric Educators bring a combination of music and humor to the world of staff training. The band is composed of members of Hard Cold Sell, the “house band” for *Mountain Lake Services*: a combination of people supported through *Mountain Lake Services* and the staff who support them. The songs are favorites of the staff training crowd, including such hits as OSHA-Rona, The Tube Cert Boogie, and (I Can't Get No) Staff Retention. This multimedia performance will be a rocking, humorous celebration of the challenges faced in the world of staff training. Clear the floor: Staff Ed is in the house!

Wednesday, May 14, 2008

Day 2 Agenda

9am—10:15am General Session

How to Design a Competency Based Training System that really works ■ *Perry Samowitz, YAI*

Training by itself doesn't always provide desired results. Staff need to learn specific skills that directly apply to their job responsibilities. Job skill development should be emphasized with training as one component of a competency based system. This session will share viable competency based training systems for residential, day, employment and community and family types of services/programs.

10:30am—11:45am Concurrent Sessions

Session 1

Training 101: "Now I'm a Trainer, So What Do I Do?" ■ *Robert Sbordone, Jawonio, Inc*

This workshop is designed for trainers who might be "new" to the profession and want to know where to begin when working in learning and development, or for those beginners who want strengthen their skills as a trainer. Topics include the 7 Survival Secrets: (1) using adult learning principles, (2) analyzing your audience (3) designing and developing the training (4) dynamic deliveries (5) using, not abusing, training aids, (6) handling the horrors and (7) evaluating effectiveness. **A participant's course book including handouts and a resource guide designed for beginning trainers is provided.**

Session 2

Turning Boring into Brilliant ■ *Judi Clements*

In this program, Judi turns experienced trainers into "professional" trainers. You'll learn how to develop appropriate training goals and materials, how to utilize the principles of adult learning to ensure trainee participation and involvement; learn how to handle difficult situations in the classroom and turn challenges into learning opportunities...putting the PIZZAZ back into your training.

12Noon—1:00pm

Buffet Lunch

1:15pm—4:00pm General Sessions

1:15pm—2:30pm

How to get the most out of a training session by effectively using videos and follow-up assignments ■ *Perry Samowitz, YAI*

Training sessions can either be boring or very stimulating to the attendees. Often what separates a dull session from an extremely informative and interesting session is the use of videos. Staff need to see what is expected of them and then have a lively discussion on how they will adapt what they saw for use with their consumers. This session will demonstrate how to best use videos, and then how to best ensure that the skills learned will be transferred directly into the work in the programs.

2:45pm—4:00pm

State Agency Partners in Training

Representatives from OMRDD Talent Development & Training & OMH Training & Strategic Development Divisions have been invited to join us to discuss overall plans for the development of the workforce who offer supports & services to people with disabilities.

Registration Form

May 13—14, 2008

Please complete this form at www.rtti.org or return by fax or mail to the address and fax number below. Please make copies for multiple registrations.

Name: _____

Agency: _____

Address: _____

City/State/Zip: _____

Phone: _____

Fax: _____

Email: _____

Special Accommodations (deadline May 1, 2008):

Dietary Needs:

___ Kosher ___ Vegetarian ___ Other

Day one lunch selection:

___ Pasta ___ Chicken

Registration Fees:

Payment is due with registration. **Please make checks payable to NYS RRTI. Contact the RRTI office at the number below if you wish to pay by Visa or MasterCard.**

Full Conference (5/13—5/14) - Please select one

\$225 Non Members

\$175 NYSRA Members

Day Two Concurrent Session Selection—

Please select one

Session 1— *Training 101: "Now I'm a Trainer, So What Do I Do?"*

Session 2— *Turning Boring into Brilliant*

Hotel Information:

Century House, a Clarion Hotel
997 New Loudon Room, Latham, NY 12110
518-785-0931 or 888-674-6873

Room Rate—Cut Off April 13—\$105.00 a night please ask for NYS Rehabilitation Research rate

**NYS Rehabilitation Research & Training (NYS RRTI)
155 Washington Ave, Suite 410, Albany, NY 12210
518-449-2976 (Phone) 518-426-4329 (Fax)**



Registration Policy

RRTI requires a purchase order and/or voucher number to register by fax. Registrations received without payment do not guarantee enrollment in the seminar. The fees listed include the cost of program materials and lunches/breaks for both days. They do not include breakfast or dinner costs or overnight accommodations. All registrations received less than 5 days prior to the seminar date will be honored on a first-come, first-served basis, space permitting. All registrants will receive written confirmation of their registration. Registrants wishing to cancel must inform RRTI at least 14 (fourteen) working days prior to the seminar date to avoid liability for the entire fee. A \$55.00 processing fee will be held for each cancelled registrant. In cases where cancellations are not received 14 days prior to the seminar, refunds will not be made. *No – Shows will be invoiced for the entire fee.* Substitutions can be made at any time.

About the Rehabilitation Research and Training Institute

The Rehabilitation Research and Training Institute (RRTI) offers research and training resources to providers of services to individuals with disabilities. RRTI recognizes that a skilled professional and direct care workforce are critical to the most effective delivery of such programs. The tradition of expert training seminars continues through the Institute's delivery of timely and relevant educational opportunities to meet the needs of community agencies.