Quarterly Calendar
RRCEP II Quarterly Calendar

A publication of Region II Rehabilitation Continuing Education Program (RRCEP II), located at the State University of New York at Buffalo.

This publication is published four times a year in the Fall, Winter, Spring, and Summer with information regarding trainings held during the quarter, program descriptions, conferences, announcements, and more.

For the most up-to-date training calendar, program offerings, and news around Region II, check our website at: http://www.rcep2.buffalo.edu

We welcome comments and suggestions and can be reached by phone, fax, mail, or on the web. Contact us at:

**RRCEP II**
State University of New York at Buffalo
316 Parker Hall, 3435 Main Street
Buffalo, NY 14214-3007
Phone: (716) 829-3934
Fax: (716) 829-3935
Website: http://www.rcep2.buffalo.edu
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The following programs are broken down by state, so please note the contact information regarding the program(s) you are interested in registering for, as they may have different registration instructions.

**State agency employees must register through their own training coordinators whose contact information are printed above their regions. All other constituents, such as Independent Living Centers, Native American Vocational Rehabilitation Programs, Client Assistance Programs, or Community Rehabilitation Program employees may register by completing the registration form in the back.**

**Note: Program dates, location and consultants are subject to change.**

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## Puerto Rico

### State Agency Training Coordinator

**Puerto Rico Vocational Rehabilitation Administration**  
Dorcas Hernandez  
(787) 728-3566

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## Virgin Islands

### State Agency Training Coordinator

**Virgin Islands Rehabilitation Administration**  
Beverly Plaskett  
(340) 774-0930

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Upcoming Conferences

New York

2006 Vision Rehabilitation Institute: The Changing Face of Employment
May 16, 2006
Holiday Inn Turf – Albany, NY
For more information, please contact Wendy Quarles at wquarles@buffalo.edu or Joe Nye at Joseph.Nye@dfa.state.ny.us

National Training Conference for Professionals Serving Individuals Who are Deaf, Deaf Blind, Hard of Hearing and Late Deafened
May 22-24, 2006
The Lodge at Woodcliff – Rochester, NY
For more information, please contact Judy Garrett at (501) 623-7700 or jgarrett@rccep6.org

Experts in the Field Conference: Customized Job Development and Job Creation
June 1, 2006
Holiday Inn - Amherst, NY
For more information, please contact Mary Ann Ansell at (716) 836-7235 or maansell@buffnet.net

Providing Outcome Based Services Conference
June 15, 2006
Buffalo-Niagara Marriott - Amherst, NY
For more information, please contact Wendy Quarles at (716) 829-2875 or wquarles@buffalo.edu

Massachusetts

National APSE: The Network on Employment Conference
June 27-29, 2006
Boston Marriott Copley Place - Boston, MA
For more information, please go to www.apse.org

Puerto Rico

Employment, Empowerment and Choice: 2006 Training Institute
June 5-6, 2006
Holiday Inn – San Juan, PR
For more information, please contact Wendy Quarles at wquarles@buffalo.edu
Confidentiality

This program will explore the issues that an Independent Living Center may face in the area of confidentiality. The differences between confidentiality and privacy, as well as what the scope of confidentiality entails will be reviewed. Case studies and examples will be utilized.

This Program is Designed For: Independent Living Center Staff and Board Members.

Ethical Issues in Rehabilitation

Effective January 1, 2002, the new Code of Professional Ethics for Rehabilitation Counselors was implemented. This program is designed to update rehabilitation professionals regarding changes in the content and structure of the new Code of Ethics. Using the new Code of Ethics as a guide, participants will develop increased skills for dealing with ethical dilemmas encountered in the rehabilitation process. Participants will draw upon their personal values, agency policies and procedures, the values of their clients, case information, and the Professional Code of Ethics in making decisions on ethical rehabilitation practices.

This Program is Designed For: Masters Level Rehabilitation Counselors, Vocational Evaluators and Supervisors in both state and community work settings, at all experience levels. This program meets the CRC Ethics Continuing Education requirement.

The Independent Living Movement History and Philosophy

This program will provide a history of the Independent Living Movement, as well as an overview of the critical aspects of the Independent Living Philosophy. Title VII of the Rehabilitation Act will be reviewed.

This Program is Designed For: Independent Living Center (ILC) staff who are newly hired, and ILC Board Members who are new to their role.

Learning Disabilities and the Rehabilitation Process

This two-day program is designed to give rehabilitation counselors comprehensive information regarding learning disabilities. Additionally, participants will be introduced to some new tools for evaluating and working with consumers who have learning disabilities. The workshop will highlight the different types of learning disabilities, appropriate assessment tools, when to use an expert, where to find an expert in the field of adult learning disabilities, and appropriate training and work-related interventions. Lectures and exercises will be combined to enhance the learning process.

This Program is Designed For: Experienced and new Vocational Rehabilitation Counselors.
Maximizing Client Choice Through Effective Goal Planning

What the consumer wants is not always the best direction for action. By exploring needs, wants, barriers, strengths, interests and abilities counselors can effectively guide their consumer through the VR process. The focus is on informed choice, developed by exploration of the job market, realistic expectations and goal development. It is a sharing of mutual responsibility between the counselor and the consumer.

This Program is Designed For: Vocational Rehabilitation Counselors, Rehabilitation Assistants and Supervisors who develop vocational goals with their consumers.

Personality Disorders

This two-day training focuses on the Definition of Personality, Definition of Personality Disorders (PDs), Traits and Features of Personality Disorders, Introduction to the 10 PDs, Clinical Presentation of Each PD, and Clinical Interventions. Personality Disorders make demands of service providers that other diagnostic groups do not. These demands can be distracting to, and destructive of, the goals of treatment. Even traits of a personality disorder require significant intervention skill. Competent functioning as well as satisfaction as a service provider is enhanced when the knowledge base of the Personality Disorders is high. Over these two days we will look closely at how each Personality Disorder will present, the impact it will have on interactions with others, and the most likely demands each puts on a relationship. Interventions and clinical therapeutic styles will be reviewed in detail. Prognosis and time lines for progress are provided.

This Program is Designed For: Anyone in the VR system who encounters consumers with Personality Disorders.

Practicing Rehabilitation in Production / Sheltered Settings

Often the staff of Community Rehabilitation Programs with sheltered workshops struggle to balance production responsibilities with rehabilitation outcome goals. This one day workshop will provide an opportunity for production staff to explore the basics of vocational rehabilitation and how to integrate rehabilitation into their daily production environment. Participants will leave with strategies to encourage consumer vocational growth.

This Program is designed for: Sheltered Employment staff who function in the capacity of Production Supervisor, Work Adjustment Trainer or Job Coach.

Resilience for the VR Counselor

Resilience is a learned skill that helps to manage stress, enhance productivity and mood. The focus is on thinking styles and belief systems. This a small group introspective and interactive workshop, designed to develop accurate and flexible thinking by identifying deeply held beliefs. These beliefs can cause a response that is out of proportion to a situation and therefore influences our behaviors and emotions. Upon mastering these skills, these techniques can be passed along to our clients. This program is limited to 12 participants.

This Program is Designed for: Counselors and Supervisors in the VR system who want to understand how they respond to unexpected challenges.
Restoring Ethical Principles to Everyday Vocational Services

Direct services staff often have the most positive intentions to conduct their work in accordance with ethical principles. However, ethical dilemmas and unethical behavior are problems that confront staff on a frequent basis. This half-day training program is intended to deepen the participants’ understanding of the ethical principles of autonomy, beneficence, nonmaleficence, justice and fidelity used by professional codes of ethics. Participants will review the ethical principles and explore when they are under-utilized or overextended. Common rationalizations to justify unethical behavior will be addressed as well as strategies to manage ethical dilemmas. Case examples will be used.

This Program is Designed For: Vocational Rehabilitation and Rehabilitation Counselors, Rehabilitation Assistants, Supervisors and CRP staff of any level.

Vocational Implications of Psychiatric Disabilities

This workshop will provide an overview of psychiatric disabilities and will increase the participant’s understanding of the implications in vocational settings. Signs, symptoms and interventions will be discussed. Diagnoses that will be covered include: Schizophrenia, Mood Disorders, Anxiety and Personality Disorders.

This Program is Designed For: Rehabilitation Counselors and CRP staff of any level.

Vocational Rehabilitation Issues for Persons with Autism Spectrum Disorders

During the past several years, there has been an enormous increase in the identification and diagnosis of individuals with Autism Spectrum Disorders. This program will explore some of the reasons for this change and why it is significant for the field of VR. Participants will gain an increased awareness of the complexities of this group of disorders and will learn ways to support someone who has an Autism Spectrum Disorder. Special emphasis will be placed upon Asperger’s Syndrome.

This Program is Designed For: Rehabilitation Counselors, Rehabilitation Assistants, and Supervisors.

Working with Consumers with Traumatic Brain Injury

People who have acquired a brain injury often face major challenges when they attempt to re-enter the workplace. This program will provide the participants with an overview of the medical and psychosocial aspects of traumatic brain injury (TBI). Treatments and strategies to support someone with a brain injury will be explored.

This Program is Designed For: Vocational Rehabilitation Counselors, Rehabilitation Assistants, and Supervisors.
Orientation to Supported Employment

Job Coach I

Job Coach II

Counseling Skills for Direct Service Providers*

Training Techniques in Employment Settings*

Documentation and Record Keeping*

Functional and Situational Assessment*

Job Development*

* = may be taken as individual courses outside of certificate series

The Supported Employment Series has been designed in accordance with the competencies and standards set by the Association for Persons in Supported Employment (APSE) [http://www.apse.org](http://www.apse.org) and the Association of Community Rehabilitation Educators (ACRE) [http://www.acreducators.org](http://www.acreducators.org). Attendees will receive attendance certificates for each workshop completed. Upon completion of the eight mandatory workshops participants are eligible for the Series Certificate. Participants can also choose from a variety of RRCEP workshops to complete their Supported Employment Education.

Please contact Wendy Quarles at (716) 829-2875 or wquarles@buffalo.edu, if you have questions.
Orientation to Supported Employment

The purpose of this training program is to increase the understanding of Supported Employment, the vocational rehabilitation service delivery system, and the role of the Job Coach/Job Developer in the process. A background in rehabilitation history and philosophy will be presented along with an introduction to disability-sensitive language. This workshop provides an overview of the competencies necessary to continue in Job Coach I, Job Coach II and Job Development I.

This Program is Designed For: Job Coaches or Job Developers in their first year of employment. Course teaches to High School, Associates or Bachelors education level.

Pre-requisite: Orientation to Supported Employment is a prerequisite to Job Coach I.

Job Coach I

The intent of this training program is to explore the basic knowledge and skills required to be a successful Job Coach. An emphasis is placed on the key components to effective job matching: consumer assessment and job analysis.

This Program is Designed For: New Job Coaches employed by community based programs and supported employment programs, professional staff associated with affirmative industries and work related programs.

Pre-requisite: Applicants must have successfully completed Orientation to Supported Employment. This program (Job Coach I) is a pre-requisite to Job Coach II.

Job Coach II

Job Coach II continues to review concepts of supported employment that were initiated in the previous two trainings. Participants will convert knowledge accumulated in the earlier trainings into skills as they learn to apply them to the individual situations that occur everyday in supported employment. Employment specialists will examine a variety of methods that will assist the consumer, co-workers and employer to achieve the goals of the supported employment placement. The Job Coach’s response to critical incidents occurring in supported employment situations will also be discussed from a “best practices” point of view.

This Program is Designed For: Individuals who have successfully completed Orientation to Supported Employment and Job Coach I. Individuals who specialize in Job Development and have had no previous exposure to the field of Job Coaching could also benefit from this training.

Pre-requisite: Successful completion of Orientation to Supported Employment and Job Coach I.

Counseling Skills for Direct Service Providers

Direct service staff are frequently the first to encounter consumers who are feeling upset, distressed or who just need to talk. This workshop will provide rehabilitation staff with the basic counseling skills to improve professional-consumer relationships and alleviate situational problems or distress. An emphasis will be placed on the development of attending and listening skills, professional boundaries, and strategies to manage emotional situations.

This Program is Designed For: Job Coaches, Job Developers or other rehabilitation professionals with no formal training in counseling. Participants should be prepared to view and discuss emotionally provocative material involving consumers.
**Training Techniques in Employment Settings**

This workshop will focus on the process of assessment and developing strategies to address the multifaceted topic of Learning Styles and the development of strength based job coaching interventions. Participants will learn through hands-on activities and group discussion.

**This Program is Designed For:** Direct service staff who provide instruction and training to consumers.

**Documentation and Record Keeping**

This one-day workshop will focus on the skills required in this environment of compliance and changing regulations. Participants will be provided with an overview of state funder’s expectations and will explore the concepts of assessments based case noting, observation skills, ethics, accountability, and paperwork management.

**This Program is Designed For:** Job Coach and Job Development staff who work in Supported Employment programs. **Please note that the New York and New Jersey workshops offered will discuss regulations and practices that are specific to the funding requirements in each state.**

**Functional and Situational Assessment**

This two-day workshop is designed to assist vocational counselors, evaluators, teachers, supervisors and job coaches to develop the skills necessary to conduct reliable community and organizational based assessments. Lectures will be supplemented with group discussions, completion of job and task analysis, determination of individual learning/teaching styles, and actual case studies. The curriculum will focus on fostering an understanding of the inter-relationship between the worker, the employer and the work-site. Working in small groups, participants will develop criterion referenced Situational Assessment Rating Instruments that specify the requirements of the job, skills, and behaviors of the worker.

**This Program is Designed For:** Vocational Evaluators, Counselors, Teachers, Supervisors and Job Coaches.

**Job Development**

This workshop is designed to provide an overview of job development trends, values, concepts, and rationale, as well as specific skills with an emphasis on relationship building and customized employment. Topics covered will include: Networking strategies, developing successful partnerships, customized employment, job carving and managing job development documentation.

**This Program is Designed For:** The new Job Developer or the Job Coach who may find it necessary to obtain Job Development skills.
What is a Technical Assistance Award?

The intent of a Technical Assistance Award is to provide an individual agency or a consortium of agencies with a grant to purchase specialized consultative services needed to improve the quality of their vocational rehabilitation services, management practices, and employment opportunities for persons with disabilities. These awards are customized to meet the unique needs of the individual agency or agencies. Technical Assistance allows an agency to identify specific concerns or issues that require expert assistance in resolution of such matters. Through the use of a Technical Assistance Award, agencies may access resources that are not routinely available.

Now Accepting 2006 Technical Assistance Applications

Mini-grants available ($100-$3,000) to allow Community Rehabilitation Agencies to access expert consultation and/or customized training in the areas of:

1. Operations/Systems/Team Analysis
2. Service Delivery Studies
3. Vocational Rehabilitation Technology
4. Strategic Planning
5. Program Development & Management
6. Organizational Development

Eligibility:

Any organization defined as a Community Rehabilitation Program, Independent Living Center, or Community-Based Rehabilitation Service Organization, providing services to disabled persons in cooperation with the State/Federal Vocational Rehabilitation system is eligible to apply for Technical Assistance funds.

Requesting Technical Assistance:

For more information, please download the Technical Assistance Application from http://www.rcep2.buffalo.edu or contact Wendy Quarles, Training & Technical Assistance Coordinator at (716) 829-2875 or wquarles@buffalo.edu

Stay Tuned for Our Next Technical Assistance Brief!
REGISTRATION FORM - must be received four weeks prior to program date

***PLEASE TYPE OR PRINT CLEARLY***

**TITLE OF COURSE:** ____________________________________________________________

**DATE OF COURSE:** ______________________________  **CITY:** __________________________

Your Name: ____________________________________________________________ (inc. credentials and academic degrees)

Home Phone: ____________________________________________________________ (used for emergency cancellation only)

Length of time in: current position _____ years rehabilitation field _____ years

Job Title: ____________________________________________________________________

Supervisor: __________________________________________________________________

Company Name: _____________________________________________________________

Company Mailing Address: ___________________________________________________

City: ____________________________ State: ____________ Zip ____________

Business Phone: (____)_____________ Fax: (____)_____________ E-mail ________________

Do you need material in alternate format? A minimum of three weeks notice is required.

___Braille  ___Disk  ___Large Print, specify font/size ________  ___Sign Language Interpreter

___Closed Captioning  ___Assistive Listening Device, please specify: ______________________

To make your training as comfortable and successful as possible, what type of assistive devices/services do you currently use?

___ Motorized Wheelchair  ___ Manual Wheelchair  ___ Scooter  ___ Guide Dog

___ Personal Aide  ___Other, please specify __________________________

___ Yes, I would like to request a Travel Scholarship (Only CRP employees who will travel 100 miles or more should apply).

**IF YOU ARE A COMMUNITY REHABILITATION PROGRAM PROVIDER:**

Does your agency have a working agreement with VESID, NJDVRS, NYCBVH, NJCBVI, Puerto Rico Dept. of Family, or Virgin Islands Rehabilitation? ____ Yes  ____ No

Supervisor’s Signature __________________________  Applicant’s Signature __________________________

~~~~~~ Fax registration form to: Registration Officer 716/829-3935 ~~~~~~
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