

Building Blocks for Innovation



**ODMHSAS
Training Institute**

**2013-14
Program
Catalog**

As partners in education, we help customers meet present and future challenges by offering valuable learning experiences that empower employees to maximize performance and achieve their full potential.

CREDITS

- ◆ **CMEs:** The Oklahoma Institute for Mental Health and Substance Abuse Education and Training is accredited by the Oklahoma State Medical Association to provide quality medical education opportunities through appropriate CME activities, which can include conferences, lectures, courses, and seminars. The Institute's primary audience includes psychiatrists and other Oklahoma physicians; however, the programs are also appropriate for psychiatric residents, psychologists, administrators, nurses, social workers, pharmacists, certified alcohol and drug counselors, licensed professional counselors, licensed marital and family therapists, and other clinical professionals.
- ◆ **CEUs:** For those who need to accumulate and update credits for professional memberships, certification, or licensing, we offer quality continuing education and training activities.
- ◆ **ODMHSAS Supervisory:** The Training Institute provides supervisory classes designed and developed for new or experienced supervisors. These classes are customized for ODMHSAS supervisors to ensure information can quickly be applied back to the work environment.

CUSTOMIZED COURSES

All items in the catalog are customizable for any organization to address the specific needs of the employees. Please contact the ODMHSAS Training Institute to discuss how our programs can serve your needs and pricing options.

AVAILABILITY ON REQUEST

The ODMHSAS Training Institute calendar is available on the Human Resources Development website at www.ok.gov/odmhsas. If you would like to have a class or topic scheduled in a particular time frame, please contact us at 405.522.8300.

PRICING

Available upon request. Please contact 405.522.8300.

Our Vision

The ODMHSAS Training Institute fosters growth by providing high quality, customized learning opportunities that enable our customers to maximize their human performance goals.



Develop. Improve. Advance. Refine.

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Conferences

ANNUAL PREVENTION AND RECOVERY CONFERENCE

This major statewide conference allows participants to customize their learning experience by providing specified tracks to meet educational needs. This event will provide a valuable learning experience for professional educators, service providers in the areas of mental health, substance abuse prevention, intervention, treatment and aftercare, social workers, public health workers, counselors, therapists, community task force members, regional advisory board members, clergy, tribal administrators and council, human services providers, child abuse preventionists, medical professionals, psychologists, caregivers, parents, law enforcement and criminal justice representatives, child development specialists, and city, county and state government officials.

ANNUAL CHILDREN'S BEHAVIORAL HEALTH CONFERENCE

This statewide, three-day conference will bring together local, state and national leaders to discuss evidence-based treatments, promising practices, practical tools and research-based programs in children's mental health and substance abuse services. Families and youth are invited to attend the one-day Family and Youth Track to enhance their leadership skills and knowledge. Specific workshops will focus on the concerns of counselors, social workers, direct care providers, tribal providers, physicians, psychiatrists, psychologists, teachers, students, school counselors, families, youth, child welfare professionals, juvenile justice professionals, healthcare professionals, public health workers, administrators, faith communities, educators, law enforcement and members of the judicial system.



“Featured speakers were very inspiring. Living hope that people can overcome. The work of helping and prevention is very important.”

STATEWIDE CONFERENCE ON PROBLEM GAMBLING

This annual conference is designed to expand the knowledge among all professionals and to promote integrated services to improve the health of our communities. The conference provides the opportunity for Oklahoma professionals to learn how to bridge the gaps in service and become better equipped to help address the impact of problem gambling on individuals and families in our state.

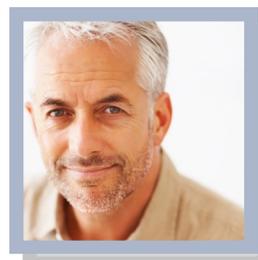
The conference will be of interest to anyone who comes in contact with persons with problem gambling issues such as persons working in mental health and substance abuse counseling, prevention, tribal gaming, social services, clergy, criminal justice, education, human resources, crisis hotlines, financial institutions and credit counseling agencies.

Participants will hear from problem gambling treatment and prevention experts through a variety of presentations on prevention and treatment strategies. Sessions will increase clinician's skills in clinical interventions, addictions treatment, and case management for people experiencing gambling disorders. Clinicians will learn how to incorporate problem gambling information and treatment skills into their clinical practices.

ADSAC CONFERENCE

This annual conference is designed to provide ADSAC Assessors and Facilitators with up-to-date information relevant to ADSAC specifically and the substance abuse field generally. It is an opportunity for ADSAC providers to gain CEUs necessary for ADSAC recertification and to network with peers and ODMHSAS ADSAC representatives. Others that will benefit from this training are professional educators, service providers in the areas of mental health, substance abuse prevention, intervention, treatment and aftercare. Social workers, public health workers, counselors, therapists, community task force members, regional advisory board members, clergy, tribal administrators and council, human services providers, medical professionals, psychologists, law enforcement and criminal justice representatives, and city, county and state government officials will benefit as well.

“This conference is one of the best I have been to that was put on by the State. It was informative, inspirational and motivating.”



PROFESSIONAL GROWTH

ESSENTIALS IN SUPERVISION

Essentials in Supervision training is a customized program that serves the needs of the supervisors in our agency. The “mobile” program, presented by agency subject matter experts, brings a full day of specialized content to each statewide facility to meet the professional development needs of each facility with core competency needs for each individual supervisor. The collaborative learning environment and excellent facilitation provide a high qualitative return on investment for those that participated and the agency as a whole. Essentials offers both policies and procedures seminars as well as development as a leader.

SUPERVISORY ARTICLES

Supervisors must obtain twelve hours continuing education credits annually. Up to **six hours** of this training requirement can be acquired through supervisory articles offered online. The articles and knowledge tests are from a wide variety of topics focusing on leadership.

*Located on Access Control E-Learning

*ODMHSAS Employees Only

STATEWIDE SERIES

Our Statewide Education Series began in 2001 and continues to be one of our most highly demanded training programs. This series includes public educational workshops held regionally at multiple locations throughout the year for professionals who provide mental health and substance abuse services. The seminar topics vary based on the current needs of mental health and substance abuse treatment professionals but frequently include Ethical Dilemmas When Meeting Mental Health Care Needs and Cultural Consciousness.

The Oklahoma Department of Mental Health and Substance Abuse Services Training Institute is dedicated to providing high quality and effective professional growth programs and customized solutions to our internal and external customers.



ETHICAL DILEMMAS WHEN MEETING MENTAL HEALTH CARE NEEDS

This presentation will provide an overview of boundary and other ethical issues encountered when delivering mental health services, as well as guidelines for solutions. The focus is on ethical issues encountered in a variety of clinical situations, including psychotherapeutic relationships, confidentiality, and financial conflicts of interest. The class includes a variety of actual case examples.

CULTURAL CONSCIOUSNESS

This workshop provides an overview of the components that ensure culturally competent care is provided. Focus is on values of culture and diversity where participants are given the opportunity to complete a self-assessment to assist in recognizing cultural biases.

EMPOWERING LEARNING PROFESSIONALS



TOXIC RELATIONSHIPS IN THE WORKPLACE

Getting along with your co-workers in a normal work environment is sometimes challenging. When that environment becomes toxic, it can seem impossible to function and be productive. This training will provide the learner with information and action to resolve and manage the toxic workplace.

HOW TO BE AN EFFECTIVE PRESENTER

You've been asked to make a presentation. Now what? This session is designed for you to move from *good* to *great*. Learn easy to use tips for connecting with your audience, more effective ways to use media, and how to increase audience participation. Everything you do as a presenter either underlines or erases what you say. Learn how to make an impact through both verbal and non-verbal messages.

PROFESSIONAL GROWTH

MENTAL HEALTH FIRST AID (MHFA– Adults)

This course is designed to teach lay people methods of assisting someone who may be in the early stages of developing a mental health problem or experiencing a mental health crisis. The course is most relevant in situations where it has become apparent to others that persons within their social network are developing serious mental health problems. MHFA teaches the public how to recognize the symptoms of mental health problems, how to offer and provide initial help, and how to guide a person toward appropriate treatments and other supportive help. This is an eight hour course.

MENTAL HEALTH FIRST AID (MHFA– Youth)

Mental Health First Aid USA is proud to announce a new curriculum focused on helping youth (ages 12-18) who may be experiencing a mental health challenge or in a crisis. Youth Mental Health First Aid is a public education program which introduces participants to the unique risk factors and warning signs of mental health problems in adolescents, builds understanding of the importance of early intervention, and most importantly – teaches individuals how to help a youth in crisis or experiencing a mental health or substance use challenge. Mental Health First Aid uses role-playing and simulations to demonstrate how to assess a mental health crisis; select interventions and provide initial help; and connect young people to professional, peer, social, and self-help care.

CREATING A POSITIVE ENVIRONMENT (CAPE)

The CAPE curriculum is designed to enhance an employee's verbal and non-verbal communication skills and foster attitude that ensures safety and promotes the consumer's dignity and self-esteem. The curriculum provides training in verbal and non-verbal communication and physical intervention techniques.

THERAPEUTIC OPTIONS™

Therapeutic Options™ is committed to helping programs throughout the country advance their use of positive practices, build violence-free environments, and reduce their reliance on physical intervention in managing aggression. Crisis intervention and emergency management procedures are firmly rooted in global positive supports, trauma-informed practice, and multi-tiered preventive strategies.

CPR/FIRST AID TRAINING

Through a partnership with the American Heart Association, The Training Institute serves as a qualified training center to provide required training for direct care staff in Basic Life Skills (BLS) for health care. Schedules training includes CPR certification, Heartsaver AED training, and First Aid training certification.

Behavioral Health Case Management

Behavioral Health Case Management is a process that includes planned linkage, advocacy and referral assistance provided in partnership with a consumer, family members, law enforcement personnel, community agencies and other supports as defined by the consumer. This collaboration of services provides a continuum of care for persons that utilize services inclusive of, but are not limited to mental health, substance abuse, prevention or other services to support the consumer in self-sufficiency and community tenure. An ODMHSAS Certified Behavioral Health Case Manager works with the consumer and their identified supports, in accordance with a treatment plan developed with and approved by the recipient and qualified staff to reach the consumer's goals to remain successful in their recovery.

ASAM

This one-day workshop is designed to introduce the ASAM Patient Placement Criteria to clinicians and administrators. This workshop will explain the underlying principles of the ASAM Patient Placement Criteria (PPC); update participants in new developments with the ASAM PPC and learn how to apply the ASAM Criteria in individualized treatment and care management. This workshop will enable participants to begin to implement the ASAM Criteria and through careful assessment, tailor services planning and broaden services to provide a more flexible continuum of care.

ASI

This is a two-day competency based workshop which will provide participants with the knowledge, skills and support materials required to administer the ASI correctly in their clinical setting. The goal of this training is to develop and/or enhance interviewer competencies in correctly administering and utilizing the ASI instrument.

Safety Training for Home-Based Professionals

Safety Training for Home-Based Professionals is designed for clinicians that provide services in the home. The training will assist practitioners in recognizing threatening situations by learning to read body language and take a proactive approach to personal safety. There will be a lot of discussion about recognizing the dangers in the surroundings as well as how to use verbal communication skills to de-escalate situations if needed.

Defensive Driving

This class will help someone become familiar with the skills and techniques that allow you to avoid collisions and violations and learn to spot the common types of driving errors that contribute to collisions. Learn how to make safe and legal turns, evaluate and overcome the hazards of passing, and how to avoid a head-on collision.

PROFESSIONAL GROWTH TOPICS

The topics below are available upon request. Please check the online calendar of events at www.odmhsas.org for the classes that are offered throughout the year. Trainers are able to customize the content in collaboration with the customer's needs.

Adapting to Change*
Communication and Listening*
Conflict Resolution*
Consumer Recovery Specialist—Basic and Advanced
Creative Problem Solving*
Cultural Consciousness*
Customer Service*
Emotional Intelligence*
Innovations in the Workplace
Interview and Selection Process*
Motivating for Performance*
Organizational Skills
Performance Management*
Revision of Workman's Comp*
Stress Management*
Timekeeping, Attendance and FLSA*
Time Management
Toxic Relationships in the Workplace*
The Four-Generation Workplace*



Upgrade. Improve. Advance. Refine.

Coming in Spring 2014

Building Trust and Establishing Boundaries*
Directional Dialogs*
Stress and Anger Management
Beyond Bullet Points: Designing an Effective Presentation

*Available for Supervisory Credit
Distance Learning available upon request.

DEVELOPMENT | MANAGEMENT | EMPOWERMENT | ACHIEVEMENT

405.522.8300 | WWW.ODMHSAS.ORG

LEGAL TOPICS

The topics below are available upon request. Please check our calendar online at www.odmhsas.org for the classes that are offered throughout the year. Trainers are able to customize the content in collaboration with the customer's needs.

Advocates and Providers
Accessing Services
Certified Mediation Program
Civil Rights/Discrimination
Consumer Rights
Confidentiality (HIPAA/42CFR)
Critical Incident Reporting
Drug Free Workplace
Employee Discipline*
ED/Civil Commitment
EMTALA
Ethics*
Family Medical Leave Act*
Forensics
Medicaid
Sexual Harassment*
Workplace Violence

*Available for Supervisory Credit

Training Institute Past Participants Are Saying:

“The presenter took a dry product and made it lasagna.”

“Best and most informative class I’ve participated in!”

“We all need this class! It should be mandatory.”



For more information, contact:

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