



REGISTRATION FORM

Best Practices in CIR in the Workplace

(Please print clearly; one Registration Form per person)

FAX FORM TO: (416) 585-9608 or (866) 875-1999 Attention Linda Hochstetler

TRAINER: Bob VandePol, President, Crisis Care Network

Toronto, January 31, 2012

TOTAL DUE: _____

fseap Employees: \$125.00 **fseap** Regional Office _____

fseap Clinical Affiliates: \$250 Approved by which **fseap** Regional Office _____

Non- **fseap** Clinical Affiliates : \$375.00

NAME: _____

ADDRESS: _____

CITY: _____ PROVINCE: _____ POSTAL CODE: _____

PHONE: _____ EMAIL: _____

PAYMENT OPTIONS:

- Cheque: Made Payable to **fseap** Toronto
- Visa MasterCard – attach completed Credit Card Payment form

CANCELLATION POLICY:

Refunds can be made only if requested by email to: Linda Hochstetler – lhochstetler@fseap.com.

Refunds are subject to a \$25 service charge. One person may substitute for another who is unable to attend on the condition that a letter from the original registrant or agency authorizing the substitution accompanies the new registrant. In the event that **fseap** Toronto finds it necessary to cancel any course for any reason beyond our control, notice will be given to all registrants as soon as possible and a complete refund of registration fees paid will be given to all registrants affected



PAYMENT BY CREDIT CARD: Best Practices in CIR in the Workplace

Attendee's Name: _____

Company Name: _____

Address: _____

Phone #: _____

Cardholder Name: _____

Card Number: _____

Expiry Date: _____

MasterCard: _____ Visa: _____

AMEX: _____

Amount: _____

Signature of Cardholder: _____

Comments:

Please fax to: 416-585-9608 or 1-866 875-1999



REGISTRATION INFORMATION

Trainer: Bob-VandePol, President, Crisis Care Network

Date: Tuesday, January 31, 2012

City: Toronto, ON

Location: Central YMCA, Auditorium

20 Grosvenor St. Toronto, ON M4Y 2V5

www.ymcagta.org/en/health-fitness-rec/our-fitness-rec-ctr/central/maps-locations.html

Agenda:

- 8:00-8:30 Registration
- 8:30-9:00 Welcome and Opening Remarks
- 9:00-10:30 Prevalence of Critical Incidents and Introduction to Psychological First Aid Principles
- 10:30-10:45 Break
- 10:45-12:00 Small and Large Group Briefing Training and Exercises
- 12:00-1:00 Lunch – off site on your own
- 1:00 - 3:00 Small and Large Group Briefing Exercises Continued
- 3:00-3:15 Break
- 3:15-4:00 Mass Disaster and Cultural Competency
- 4:00 - 4:30 Promoting Personal Resiliency

Requirements for Training:

1. Masters degree in Social Work, Psychology, or related counselling program.
2. Current Professional Membership or Registration.
3. Completion of 3-hour Crisis Care Network Online Course on Psychological First Aid prior to Jan. 31, 2012.
 - Fee is covered with Onsite Registration
 - Login details will be sent with registration confirmation

Approval by Crisis Care Network as CIR Specialist:

1. Completed application form (will be provided at the training).
2. Curriculum Vitae (CV) documenting education, training, and work history with month/year of employment.
3. Copy of diploma or transcripts verifying Masters degree in Social Work, Psychology, or related counselling program.
4. Copy of current Professional Membership or Registration.
5. Proof of liability insurance coverage (minimum \$1 million/\$3 million aggregate); name must appear on policy or on a signed document on agency letterhead.
6. Completion of particular CIR trainings, including this 7 hour “Best Practices in CIR in the Workplace” training.
7. References: 1 letter from **fseap** Manager (**fseap** employees) or 3 other reference letters (Clinical Affiliates).

Note: Attendance of CIR training does not guarantee acceptance as CIR Specialist with CCN. However, if you would like to be considered, please bring 6 documents above to CIR training. CCN also accepts ICISF Basic training, but they give preference to the new PFA-based trainings.

Hotel Suggestions:

1. Marriott Courtyard Hotel

475 Yonge Street, Toronto, Ontario M4Y 1X7

www.marriott.com/hotels/travel/yyzcy-courtyard-toronto-downtown/

2. Delta Chelsea Hotel

33 Gerrard Street West, Toronto, Ontario, M5G 1Z4

www.deltahotels.com/en/hotels/ontario/delta-chelsea/