

408.559.5600 **Hospice of the Valley** hospicevalley.org
Volunteer and Staff Training Schedule
Spring 2010

Date	Topic	Presented by	To Read
Thurs. April 8 6:00 pm – 8:30 pm	Introduction to HOV Training Schedule/Manual Volunteer Panel	Sally Adelus Chief Executive Officer Victoria Wild Director of Volunteer Services HOV Volunteers	Section 1
Sat. April 10 9:00 am – noon	Symptom Management Universal Precautions HOV Patients and their diagnoses Clinical Issues	Karen Nolan Clinical Outreach Manager Monique Kuo Medical Director Trudy Anderson Director of Nursing	Section 3 Section 4 Section 3
12:30 pm – 2:30 pm 2:45 pm - 3:30 pm	Introduction to Psychosocial Issues Communication Skills Marketing Development	HOV Social Workers Ana Hays Marketing & Communications Carlene Schmidt Associate Dir. of Develop.	Section 9
Thurs. April 15 5:00 pm-8:30 pm	Introduction to HOV Medical Supplies Body Mechanics and Volunteer Safety Patient Transfer Demo & Practice	Hospice Aides	Section 7
Sat. April 17 9:00 am – 11:30 am	Introduction to Loss, Grief Bereavement Panel Q & A Session	Bridget Flynn Grief Counselor	Section 5
12:00 am – 2:00 pm	Spirituality Death Awareness	Pam Nates Chaplain	Section 8
2:30 pm – 4:00 pm	Policies and Procedures Q & A Session	Victoria Wild Director of Volunteer Services	
Tues. April 20 6:00 pm – 8:00 pm	Funeral Home Visit Alameda Family Funeral & Cremation	Zoe Alameda Funeral Director	Section 6
Thurs. April 22 6:00 pm-8:00 pm	QAPI <i>Transitions</i>	Andrew Irish Director of Quality Assurance Dale Parker <i>Transitions</i> Coordinator	Section 2 Section 1
8:00 pm – 8:30 pm	Training Closing	Victoria Wild Director of Volunteer Services	

OSHA/HIPAA/Documentation training - Tuesday, May 4, 2010 from 6-8 PM –Becky and Victoria