

Training Class Schedule

Free classes offered September – December 2022 for IHSS care providers

Classes are offered in the following languages:

English	Español	Việt	中文
Alzheimer's Basics	No disponible	Không có sẵn	不可用
CPR	RCP	Lớp về hồi sức tim phổi	心肺复苏
Falls Prevention	No disponible	Không có sẵn	不可用
First Aid	Primeros Auxilios	Lớp về sơ cứu	急救
Last Phase of Life	No disponible	Lớp về giai đoạn cuối cùng của cuộc sống	生命的最后阶段
Mental Health	Salud Mental	Lớp về sức khỏe tâm thần	心理健康
Nutrition	No disponible	Lớp về dinh dưỡng	营养
Personal Care	Cuidado Personal	Lớp về vệ sinh cá nhân	個人護理
Safety & Infection Prevention	Seguridad y Prevención De Infecciones	Lớp về phòng ngừa và kiểm soát nhiễm khuẩn	安全和感染預防
Safe Lifting & Transferring	Levantar y Transferir de Manera Segura	Lớp học cách nâng an toàn và chuyển giao người	安全扶抱及位置轉移
Understanding Diabetes	Entendiendo la Diabetes	Lớp học hiểu biết về bệnh tiểu đường	认识糖尿病
Caregiver Stress Management	No disponible	Không có sẵn	不可用
The Skilled Care Provider	No disponible	Không có sẵn	不可用
Cancer Care Basics	Cuidados Básicos para Pacientes con Cáncer	Không có sẵn	不可用
Emergency & Disaster Preparedness	No disponible	Không có sẵn	不可用

Find class information at www.pascc.org. Click on the Training tab.

Pre-registration and confirmation are required. Go to page 3 for instructions.

Para inscribirse en las clases llama al
(408) 350-3220

Xin đăng ký lớp học hãy gọi
(408) 350-3220

注册课程的电话是

Deja un mensaje en español

Để lại tin nhắn bằng tiếng Việt

用普通话留言

Student Guidelines for IHSS Provider Training Classes

- Students must follow all instructions given—spoken or posted—by the administrators of the classes they attend.
- Students must pre-register and receive confirmation in order to attend classes. If your name is not on the sign-in sheet you cannot attend the class.
- Students are expected to show up for classes they have registered for. Failure to inform Public Authority Services that you are unable to attend one of your classes may result in being banned from attending additional classes for one full year.
- Students are expected to arrive on time and stay for the entire class. If you arrive late you may not be allowed to sign in nor stay for the class. If your signature is not on the sign-in and sign-out sheets, or you are not present when online attendance is taken, you will not receive credit for the class.
- Students must behave professionally and respectfully. Your attention and participation are required to receive credit for completing the classes you have registered for.
- Guests are not allowed, including your children and consumers.
- Personal, in-class, side conversations will not be tolerated. This is disruptive to the class and the instructor.
- Students need to be respectful to the instructors, fellow students, staff, and locations in which our classes are held.
- Students are there to learn. If you disrupt the learning of others you may be asked to step out of the classroom.
- Recordings of any kind during classes, without permission from the instructor, are not allowed.

Call us at least 48 hours prior to any class you are not going to be able to attend or as soon as reasonably possible. Not calling ahead will count as a “No-Show.” No-Shows may cause you to be restricted from registering for classes for a full year.

We have a waiting list of providers who want to get into the class you are registered for. You need to let the Public Authority Training department know if you cannot go to your class so others will be able to fill your seat.

To drop a class, call the Training Department at (408) 350-3220.

Series 1 Certificate Classes—Complete all 9 to earn this certificate

- CPR
- Nutrition
- Mental Health
- First Aid
- Understanding Diabetes
- Last Phase of Life
- Safe Lifting & Transferring
- Personal Care
- Safety & Infection Prevention

Series 2 Certificate Classes—Complete all 6 to earn this certificate

- Caregiver Stress Management
- The Skilled Care Provider
- Alzheimer’s Basics
- Cancer Care Basics
- Emergency & Disaster Preparedness
- Falls Prevention

Registration Instructions

Important:

- You must be currently completing timesheets or be active on the Public Authority Services Registry in Santa Clara County to enroll in classes. **All classes are optional & free of charge.**
- Care providers may register for up to 9 classes per semester.
- Care providers may retake classes every 3 years, or every 2 years for CPR and First Aid.
- You will be sent a letter confirming your class schedule or waitlist placement. Due to the volume of registrations we are unable to provide confirmation phone calls.
- If you cannot attend your reserved classes you must call the Public Authority Services Training department to drop the class at least 48 hours—or as soon as reasonably possible—before the class or you may be counted as a “No-Show.”
- Classes with fewer than 10 providers registered will be cancelled.
- Students must follow all guidelines listed on page #2.

Pre-registration & confirmation are required to attend classes.
All providers can register for classes on or after

August 8, 2022

Register for classes at: www.pascc.org/services/training.html

If this is your first time using the online class registration portal, view the tutorial video on the training website (linked above) to learn how to access the account that has already been created for you.

If necessary, you can register for classes over the phone by leaving a voicemail with the following information at (408) 350-3220:

Please speak slowly and clearly

- Your first and last name
- Your 9 digit provider ID number or the last 4 digits of your Social Security Number
- Your contact phone number
- The name, date, and location name (Sunnyvale, Milpitas, Morgan Hill, San Jose) of each class you want to register for.

Registration is first come, first served. The earlier you register **after the date listed above**, the more likely it is you will have a seat reserved for you.

If a class you request is full, you will be placed on a waiting list and notified via mail or email. If space becomes available in a waitlisted class, you will be notified.

Those who register for online classes will receive a confirmation letter and, two days prior to each class date, an email containing the link needed to join the class.

Location Name: Online

Online classes will be held via the FREE video conference system “Zoom.” Participants must have valid email, follow proper online etiquette and complete a required quiz after the class is finished.

Class Name	Date	Language	Time	Location Code
Alzheimer’s Basics	Tuesday, October 18	English	9:00am - 12:00pm	Online—Zoom
Emergency & Disaster Preparedness	Friday, September 16	English	1:00pm - 4:00pm	Online—Zoom
Emergency & Disaster Preparedness	Wednesday, November 9	English	1:00pm - 4:00pm	Online—Zoom
Cancer Care Basics	Tuesday, October 11	English	10:00am - 12:00pm	Online—Zoom
Cancer Care Basics	Thursday, October 13	Español	10:00am - 12:00pm	Online—Zoom
Caregiver Stress Management	Friday, September 30	English	1:00pm - 4:00pm	Online—Zoom
Caregiver Stress Management	Friday, December 9	English	9:30am - 12:30pm	Online—Zoom
Last Phase of Life	Tuesday, September 6	English	9:00am - 12:00pm	Online—Zoom
Last Phase of Life	Wednesday, September 21	中文	6:00pm - 9:00pm	Online—Zoom
Mental Health	Tuesday, September 13	English	9:00am - 12:00pm	Online—Zoom
Mental Health	Wednesday, September 14	中文	6:00pm - 9:00pm	Online—Zoom
Mental Health	Monday, September 26	Việt	6:00pm - 9:00pm	Online—Zoom
Nutrition	Monday, September 12	中文	6:00pm - 9:00pm	Online—Zoom
Nutrition	Tuesday, September 27	English	9:00am - 12:00pm	Online—Zoom
Nutrition	Wednesday, September 28	Việt	6:00pm - 9:00pm	Online—Zoom
Safety & Infection Prevention	Tuesday, September 27	中文	9:30am - 12:30pm	Online—Zoom
Safety & Infection Prevention	Tuesday, October 4	English	9:30am - 12:30pm	Online—Zoom
Safety & Infection Prevention	Monday, October 24	Việt	6:00pm - 9:00pm	Online—Zoom
The Skilled Care Provider	Friday, October 14	English	9:30am - 12:30pm	Online—Zoom
The Skilled Care Provider	Friday, November 18	English	1:00pm - 4:00pm	Online—Zoom
Understanding Diabetes	Monday, September 19	中文	6:00pm - 9:00pm	Online—Zoom
Understanding Diabetes	Tuesday, October 11	English	9:00am - 12:00pm	Online—Zoom

Location Name: San Jose

Check the location code below and match to the Class Location Code & Maps on page 7

Class Name	Date	Language	Time	Location Code
CPR	Monday, September 12	English	5:30pm - 8:30pm	EHTC, Room 6
CPR	Monday, October 3	Việt	5:30pm - 8:30pm	EHTC, Room 6
CPR	Monday, October 17	English	5:30pm - 8:30pm	EHTC, Room 6
CPR	Monday, November 7	Español	5:30pm - 8:30pm	EHTC, Room 6
Falls Prevention	Wednesday, September 28	English	9:30am - 12:30pm	IHSS, Pioneer Room
First Aid	Monday, September 26	English	5:30pm - 8:30pm	EHTC, Room 6
First Aid	Monday, October 24	Việt	5:30pm - 8:30pm	EHTC, Room 6
First Aid	Monday, November 21	English	5:30pm - 8:30pm	EHTC, Room 6
First Aid	Monday, December 5	Español	5:30pm - 8:30pm	EHTC, Room 6

DON'T GET LOST: CHECK THE MAPS ON PAGE 7

Location Name: Sunnyvale (FUHSD new location!)

Check the location code below and match to the Class Location Code & Maps on page 7

Class Name	Date	Language	Time	Location Code
Alzheimer's Basics	Wednesday, September 7	English	5:30pm - 8:30pm	FUHSD, Room A105
CPR	Wednesday, September 21	English	9:30am - 12:30pm	FUHSD, Room A105
CPR	Wednesday, September 28	English	12:30pm - 3:30pm	FUHSD, Room A105
CPR	Thursday, September 29	中文	9:00am - 12:00pm	FUHSD, Room A105
CPR	Friday, October 7	Español	9:30am - 12:30pm	FUHSD, Room A102
CPR	Tuesday, October 18	Việt	9:30am - 12:30pm	FUHSD, Room A105
First Aid	Thursday, September 8	English	9:30am - 12:30pm	FUHSD, Room A105
First Aid	Thursday, October 6	中文	9:00am - 12:00pm	FUHSD, Room A105
First Aid	Thursday, October 13	Español	12:30pm - 3:30pm	FUHSD, Room A105
First Aid	Tuesday, October 18	Việt	1:30pm - 4:30pm	FUHSD, Room A105
First Aid	Tuesday, December 13	English	1:30pm - 4:30pm	FUHSD, Room A105
Last Phase of Life	Saturday, September 24	Việt	8:30am - 11:30am	FUHSD, Room A105
Last Phase of Life	Saturday, September 24	English	8:30am - 11:30am	FUHSD, Room A102
Last Phase of Life	Wednesday, September 28	中文	5:30pm - 8:30pm	FUHSD, Room A105
Mental Health	Saturday, September 24	English	12:30pm - 3:30pm	FUHSD, Room A102
Mental Health	Monday, September 26	中文	5:30pm - 8:30pm	FUHSD, Room A105
Mental Health	Monday, October 17	Việt	9:00am - 12:00pm	FUHSD, Room A105
Mental Health	Friday, October 28	Español	9:30am - 12:30pm	FUHSD, Room A105
Nutrition	Monday, October 3	中文	5:30pm - 8:30pm	FUHSD, Room A105
Nutrition	Saturday, October 15	English	8:30am - 11:30am	FUHSD, Room A102
Nutrition	Friday, November 4	Español	9:30am - 12:30pm	FUHSD, Room A105
Nutrition	Monday, November 7	Việt	9:00am - 12:00pm	FUHSD, Room A105
Personal Care	Wednesday, September 7	English	9:00am - 12:00pm	FUHSD, Room A105
Personal Care	Wednesday, September 14	Español	9:30am - 12:30pm	FUHSD, Room A105
Personal Care	Saturday, September 24	Việt	12:30pm - 3:30pm	FUHSD, Room A105
Personal Care	Thursday, October 20	English	9:30am - 12:30pm	FUHSD, Room A105
Personal Care	Thursday, November 10	中文	9:30am - 12:30pm	FUHSD, Room A105
Safe Lifting & Transferring	Thursday, September 22	English	9:30am - 12:30pm	FUHSD, Room A105
Safe Lifting & Transferring	Saturday, October 15	Việt	12:30pm - 3:30pm	FUHSD, Room A105
Safe Lifting & Transferring	Thursday, October 27	English	9:30am - 12:30pm	FUHSD, Room A105
Safe Lifting & Transferring	Thursday, December 8	中文	9:30am - 12:30pm	FUHSD, Room A105
Safe Lifting & Transferring	Tuesday, December 13	Español	9:30am - 12:30pm	FUHSD, Room A105

Go to page 6 for more classes

All eligible IHSS care providers will receive a **\$25 incentive payment** for each Public Authority Services certificate class they complete. See details at www.pascc.org/services/training.html

Incentive payments are mailed during the third week of the month following the month in which the class was completed.

Location Name: Sunnyvale (continued)

Check the location code below and match to the Class Location Code & Maps on page 7

Class Name	Date	Language	Time	Location Code
Safety & Infection Prevention	Thursday, September 15	English	9:30am - 12:30pm	FUHSD, Room A105
Safety & Infection Prevention	Thursday, October 13	Español	4:30pm - 7:30pm	FUHSD, Room A105
Safety & Infection Prevention	Saturday, October 15	Việt	8:30am - 11:30am	FUHSD, Room A105
Safety & Infection Prevention	Tuesday, December 6	中文	9:30am - 12:30pm	FUHSD, Room A105
Understanding Diabetes	Wednesday, October 5	中文	5:30pm - 8:30pm	FUHSD, Room A105
Understanding Diabetes	Saturday, October 15	English	12:30pm - 3:30pm	FUHSD, Room A102
Understanding Diabetes	Monday, October 24	Việt	9:30am - 12:30pm	FUHSD, Room A105
Understanding Diabetes	Friday, November 18	Español	9:30am - 12:30pm	FUHSD, Room A105

Location Name: Milpitas

Check the location code below and match to the Class Location Code & Maps on page 7

Class Name	Date	Language	Time	Location Code
Last Phase of Life	Tuesday, October 18	English	5:30pm - 8:30pm	MAE, Room 703
Last Phase of Life	Thursday, October 20	Việt	5:30pm - 8:30pm	MAE, Room 703
Mental Health	Tuesday, September 27	English	5:30pm - 8:30pm	MAE, Room 703
Mental Health	Thursday, September 29	Việt	5:30pm - 8:30pm	MAE, Room 703
Nutrition	Tuesday, October 4	English	5:30pm - 8:30pm	MAE, Room 703
Nutrition	Thursday, October 6	Việt	5:30pm - 8:30pm	MAE, Room 703
Safe Lifting & Transferring	Tuesday, October 25	English	5:30pm - 8:30pm	MAE, Room 703
Safe Lifting & Transferring	Thursday, October 27	Việt	5:30pm - 8:30pm	MAE, Room 703
Safety & Infection Prevention	Tuesday, November 1	English	5:30pm - 8:30pm	MAE, Room 703
Safety & Infection Prevention	Thursday, October 13	Việt	5:30pm - 8:30pm	MAE, Room 703
Understanding Diabetes	Tuesday, September 20	English	5:30pm - 8:30pm	MAE, Room 703
Understanding Diabetes	Thursday, September 22	Việt	5:30pm - 8:30pm	MAE, Room 703

Location Name: Morgan Hill

Check the location code below and match to the Class Location Code & Maps on page 7

Class Name	Date	Language	Time	Location Code
CPR	Wednesday, December 7	English	1:00pm - 4:00pm	MHAE, North Building Rm 2
First Aid	Wednesday, November 16	English	1:00pm - 4:00pm	MHAE, North Building Rm 2
Last Phase of Life	Wednesday, October 19	English	1:00pm - 4:00pm	MHAE, North Building Rm 2
Mental Health	Wednesday, November 9	English	1:00pm - 4:00pm	MHAE, North Building Rm 2
Nutrition	Monday, September 26	English	1:00pm - 4:00pm	MHAE, North Building Rm 2
Safety & Infection Prevention	Monday, October 10	English	1:00pm - 4:00pm	MHAE, North Building Rm 2
Understanding Diabetes	Monday, September 12	English	1:00pm - 4:00pm	MHAE, North Building Rm 2

Interested in taking classes other than those offered through IHSS?

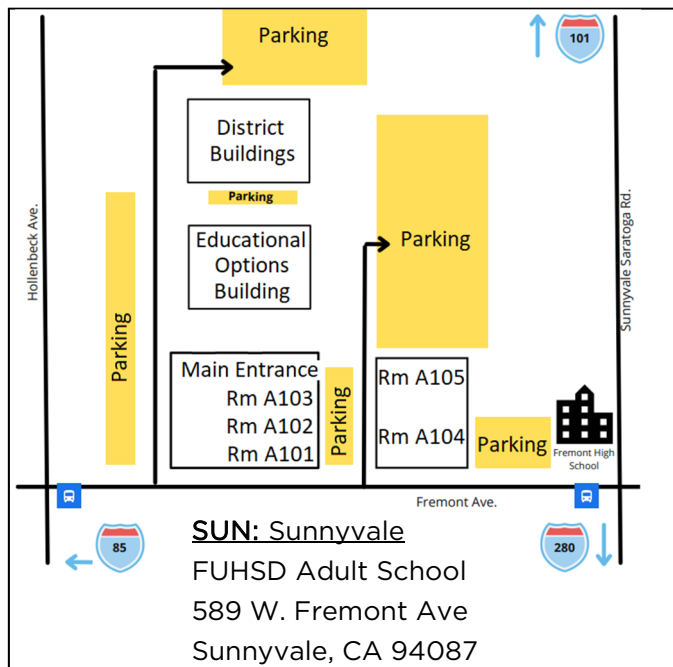
Apply for the Life Enhancement Fund!

Have some tuition and textbook costs reimbursed for certain classes outside those offered by Public Authority Services. Pre-approval is necessary. Applications must be received at least 30 days before the first class takes place. **Learn more at www.pascc.org/services/training.html**

Class Location Codes and Maps

Match the **Location Code** listed next to the classes on pages 4–6 with these maps to get class addresses. The schedule reminder letters—which we send to you monthly—will also include class addresses. **Arrive on time. Don't get lost: keep these maps for reference.**

Location Name: Sunnyvale



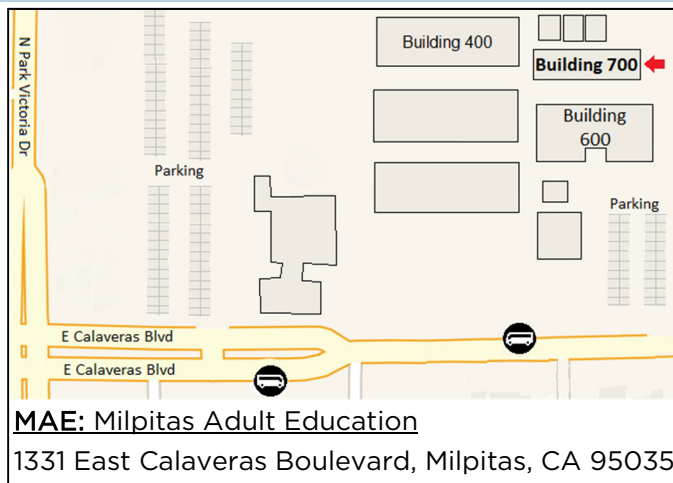
SUN: Sunnyvale
 FUHSD Adult School
 589 W. Fremont Ave
 Sunnyvale, CA 94087

Location Name: San Jose

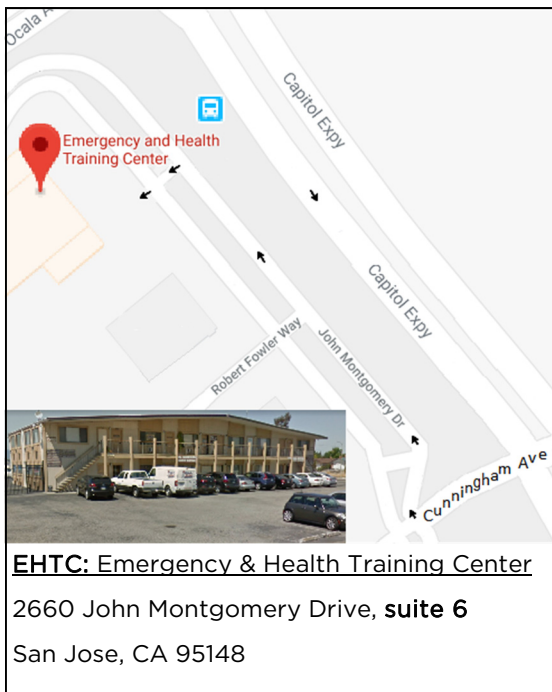


IHSS: In-Home Supportive Services
 353 W. Julian St, San Jose, CA 95110

Location Name: Milpitas

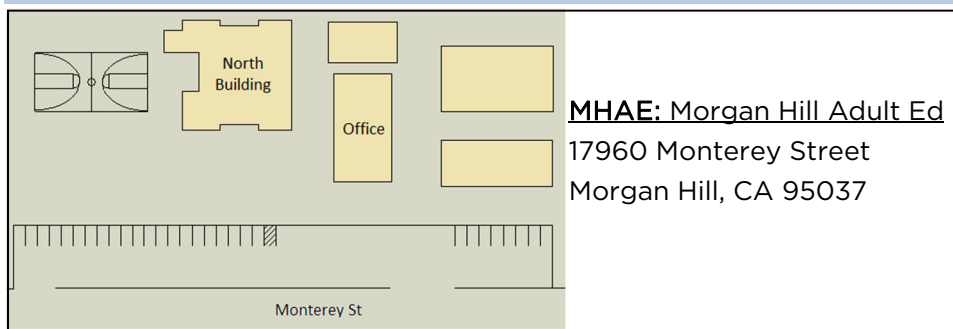


MAE: Milpitas Adult Education
 1331 East Calaveras Boulevard, Milpitas, CA 95035



EHTC: Emergency & Health Training Center
 2660 John Montgomery Drive, **suite 6**
 San Jose, CA 95148

Location Name: Morgan Hill



MHAE: Morgan Hill Adult Ed
 17960 Monterey Street
 Morgan Hill, CA 95037



Public Authority Services

by Sourcewise

3100 Da La Cruz Blvd
Suite 310
Santa Clara, CA 95054



ATTENTION IHSS CARE PROVIDERS

Receive \$25 when you complete Public Authority Services
Training classes

Classes fill quickly; GO ONLINE NOW to save your seat!

Las clases se llenan rápidamente; CONÉCTATE EN LÍNEA AHORA para reservar su lugar!

Các lớp đào tạo lấp đầy nhanh chóng; THAM QUAN CHÚNG TÔI TRỰC TUYẾN NGAY BÂY GIỜ
để đặt chỗ cho bạn!

班級填滿快速; 探望網上現在為了預約座位!

If you need help understanding this schedule, or any communications about IHSS provider
training classes, please call the Public Authority Services Training Department at
(408) 350-3220