



IMPORTANT TRAINING FLYER PLEASE DISTRIBUTE TO YOUR STAFF

Special Incident Reporting

When:

Wednesday
November 18, 2020



Presented by

Albert Guzman,
SIR Coordinator

Time:

9:30 a.m. - 11:30 a.m.

HIGHLIGHTS:

Special Incident Reporting
Requirements

Where:

This will be held virtually
Via Zoom

Learn:

- ◆ When to report
- ◆ Appropriate reporting requirements
- ◆ Pertinent information to include in reports

Cost:

\$15

A training certificate will be issued. Participants must login 10 minutes prior to training to ensure audio and visual capabilities are working. Participant must be present the entire session to ensure receipt of a training certificate. Training certificates will be emailed.

- ◆ If you are more than 20 minutes late you will be allowed to enter but a certificate of completion will not be provided.
- ◆ Please RSVP as soon as possible training is limited to 30 people, and please no more than 2 people per agency are allowed.



For more information contact:
Linh Lo, Community Services Specialist
626 299-4897 or llo@elarc.org



REGISTRATION FORM

To register, please complete the following form

Registration fee is \$15 per person

Send Registration Form and make check
payable to:

ELARC

P.O. Box 7916

Alhambra, CA 91802-7916

Attention:

Elisa Salazar, esalazar@elarc.org

***Checks Payable to ELARC only will be accepted. Please RSVP as soon as possible as seating is limited to 30 people. NO refunds except in case class is cancelled or check is received after class is sold out (checks will be returned un-cashed) Registrations are transferable to another staff person, but not to future training sessions.**

***RSVP's are limited to 2 staff per agency.**

Special Incident Reporting

Wednesday, November 18, 2020

◆ E-mail is required for registration confirmation

Time and Location:

9:30-11:30 a.m.

This will be held virtually

Via Zoom

Name: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Daytime Telephone: _____ E-mail: _____