



Memorandum

11-081

TO: WIC Regional Directors
WIC Local Agency Directors

FROM: Linda Brumble, Unit Manager
Nutrition Education/Clinic Services Unit
Nutrition Services Section

DATE: June 10, 2011

SUBJECT: July 2011 Interactive Distance Learning Class Schedule and NECS Qwest Training Schedule

To view the July 2011 Interactive Distance Learning Class Schedule and all IDL class descriptions, please log on to www.dshs.state.tx.us/wichd/tng.

The following IDL classes are new or have been updated:

- ***CCNE Lesson Development*** - This IDL class will provide Local Agency staff a step by step approach to creating CCNE lessons. Staff will learn how to fill out the nutrition education lesson template and how to write learning objectives that will frame the entire lesson. The class will also provide staff with a better understanding of the lesson review and approval process.
- ***VENA: Navigating with OARS*** - In this class we will explore how the use of open-ended questions, affirmations, reflective listening, and summarizing (OARS) can help you navigate your VENA counseling sessions. You will learn how OARS can help you be a more effective counselor with a powerful impact on your clients. We will explore tips for using and practicing these skills not only in your VENA counseling sessions but also in facilitating group classes.
- ***Peer Counselors' Scope of Practice*** - The instructor will lead a discussion on the peer counselors scope of practice. Topics such required training, when to refer, and whom to refer to will be covered. A discussion of what is done at LAs across Texas will be held as well. This IDL class is intended for Peer Counselors and anyone who manages Peer Counselors.
- ***Tools for Building Rapport and Personalizing a Counseling Session*** - The purpose of this class is to describe techniques you can use to become a more effective nutrition educator. We will examine tools you can use to become a person of influence and skills for establishing rapport. Rapport is a fancy word for creating a connection or building a positive relationship with a participant. This positive connection is the key for more effective counseling.

#11-081, July 2011 Interactive Distance Learning Class Schedule and NECS Qwest Training
Schedule

June 10, 2011

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For a complete list of classes available through the *Qwest WEB Conferencing* system, please refer to the schedule below. If you are interested in participating in a training session over the *Qwest WEB Conferencing* system, you must follow the instructions below. The Qwest WEB Conferencing system and the IDL network are two distinct and separate training systems. Technical assistance for the Qwest system is provided via a Qwest customer service representative at 1-800-860-8000.

Qwest WEB Conferencing information:

Instructions for log in:

NOTE: The Qwest WEB Conferencing System can be used at any facility where you have a phone and a PC with internet connectivity

First log in on the phone:

1. Call the toll-free telephone number listed with the class you want to attend.
2. Enter the meeting number, including the asterisks before and after, listed with the class you want to attend.
3. You will be put in the “waiting room” until the session starts.

Then log in via your computer and your WEB Browser:

1. The log in starts from the web page: <http://qwest.conferencing.com/>
2. Click on Participant/Presenter. This will check your browser settings and then the meeting log in screen will appear.
3. Enter the meeting room number listed with the class you want to attend.
4. Enter your display “name or names.” Choose Already connected

Click Join Meeting. You will be taken into the meeting session:

1. Dial the number shown at the bottom of your screen into your telephone to synchronize your phone and web connections.

Plan on joining the meeting at least 15 minutes early in order to deal with any technical difficulties you may encounter. If you experience technical difficulties during the training, please press *10* on your telephone keypad for technical support.

If you have any questions or require additional information about the IDL network, please contact Yolanda Baz Dresch, IDL Studio Manager, at (512) 341-4443 or via email to yolanda.bazdresch@dshs.state.tx.us.

Attachments

Interactive Distance Learning

July 2011 Class Schedule

Tech Support 512-341-4443

	Monday	Tuesday	Wednesday	Thursday	Friday
	July 4	July 5	July 6	July 7	July 8
8:30		GENERAL IDL Made Simple		GENERAL IDL Made Simple	
9:30		Certification WIC APPROVED FOODS Elizabeth Bruns	VENA VENA NETWORKING: Tools of the Trade Frances Diep	VENA GOAL SETTING: SETTING CLIENTS UP FOR SUCCESS Frances Diep	
11:00		Certification FOOD PACKAGES Elizabeth Bruns	Class Management A FRESH SPIN ON TEACHING GROUP CLASSES Hildreth England	Certification HANDLING INCOME AND ISSUANCE WHEN THERE IS A CHANGE IN CUSTODY Megan Downing	
12:00					
1:00		1:30 Breastfeeding BENEFITS OF BREASTFEEDING – Why Should we Teach Mothers to Breastfeed? Janet Jones	1:30	1:30 Certification FORMULA POLICY: CONTRACT AND NON- CONTRACT Elizabeth Bruns	
2:30				(continued) Formula Policy	
4:00					

Interactive Distance Learning

July 2011 Class Schedule

Tech Support 512-341-4443

	Monday	Tuesday	Wednesday	Thursday	Friday
	July 11	July 12	July 13	July 14	July 15
8:30		General IDL Made Simple			
9:30		Breastfeeding NIPPLE SHIELDS AND SUPPLEMENTAL NURSING SYSTEMS Kristina Arrieta	9:00 Certification HEALTH HISTORY / NUTRITION ASSESSMENT Tiffany Brown	9:00 VENA VENA COUNSELING SCENARIOS Angela Gil	
11:00	General DSHS CHILD ABUSE REPORTING POLICY Rachel Edwards	(continued) Nipple Shields and Supplemental Nursing Systems	VENA VENA: Navigating with OARS Frances Diep / Erin Thornberry	10:30 Certification SCREENING FOR ELIGIBILITY Megan Downing	
12:00			Breastfeeding IBCLC Study Group Kristie Arrieta		
1:00	Breastfeeding MEDICATION AND LACTATION Hellen Sullivan	1:30 Breastfeeding THE TEXAS TEN STEP PROGRAM Veronica Hendrix	1:30 Customer Service/Civil Rights Civil Rights Complaints IRM Staff	1:30 Breastfeeding BRIDGING THE GAP: Using Marketing Principles to Promote Breastfeeding to Healthcare Professionals Veronica Hendrix	
2:30					
4:00					

Interactive Distance Learning

July 2011 Class Schedule

Tech Support 512-341-4443

	Monday	Tuesday	Wednesday	Thursday	Friday
	July 18	July 19	July 20	July 21	July 22
8:30		IDL Made Simple			
9:30	VENA Tips for Completing the VENA Family Documentation Tool Anita Ramos	Certification INTRODUCTION TO FORMULA APPROVAL Sandra Brown	9:00 Certification WEIGHING AND MEASURING TECHNIQUES Tiffany Brown		
11:00	Breastfeeding DOES JUST ONE BOTTLE REALLY MATTER? Janet Jones	Breastfeeding COMMON BREAST COMPLICATIONS ASSOCIATED WITH BREASTFEEDING Kristina Arrieta	(continued) WEIGHING AND MEASURING TECHNIQUES		
12:00	12:15 WIC Wellness Works Break UT Instructors		General “LUNCH WITH LINDA” STATE AGENCY UPDATED Linda Brumble & Benny Jasso		
1:00	1:30 Breastfeeding PEER COUNSELORS’ SCOPE OF PRACTICE Kristina Arrieta	1:30 VENA TOOLS FOR BUILDING RAPPORT AND PERSONALIZING A COUNSELING SESSION Debbie Lehman / Angela Gil	1:30 Nutrition HOW CHILDREN DEVELOP FOOD PREFERENCES Kaylene Thompson/ Erica Harris		
2:30					
4:00					

Interactive Distance Learning

July 2011 Class Schedule

Tech Support 512-341-4443

	Monday	Tuesday	Wednesday	Thursday	Friday
	July 25	July 26	July 27	July 28	July 29
8:30					
9:30		Certification ADVANCED INCOME SCREENING Megan Downing	Certification MORE ABOUT RISK CODES Tiffany Brown	Nutrition CCNE Lesson Development Meghan Coffey	
11:00		EBT EBT Client Disputes Megan Downing	(continued) MORE ABOUT RISK CODES	Certification OVERVIEW OF GA:01.0 CONFIDENTIALITY OF APPLICANT/PARTICIPANT INFORMATION Megan Downing	
12:00					
1:00		Certification THE 400s RISK CODES Anita Ramos	Breastfeeding TEXAS WIC BREAST PUMP PROGRAM 01 – Issuance, Inventory and Retrieval of Breast Pumps Marguerite Kelly	VENA Assessing VENA Anita Ramos / Frances Diep	
2:30					
4:00					

Nutrition Education & Clinic Services Qwest Training Schedule

July 2011 - Technical Assistance 1-800-860-8000

Class Title and Description	Date	Time	Qwest room # (include **)	Qwest phone #
“A Storm is Coming:” How to Protect WIC Systems – Automation Training	Tuesday July 5	9:00	*2208368*	(866)633-3380
Void Benefits Automation Training		10:30	*2208368*	(866)633-3380
WIC Systems Hardware Training Automation Training		1:30	*2208368*	(866) 633-3380
FoxFire Level I Automation Training		3:00	*2208368*	(866)633-3380
Gastroesophageal Disease Instructor: Elizabeth Bruns, RD., LD Elizabeth.Bruns@dshs.state.tx.us		3:00	*4776786*	(877) 768-0032
Inventory Reports Automation Training; required for new WIC directors.	Thursday July 7	9:00	*2208368*	(866) 633-3380
HotCard Reports Automation Training; required for new WIC directors.		10:30	*2208368*	(866) 633-3380
The New Growth XP Plotting Software New software for automated plotting of heights and weights in the WIC clinic Materials Needed: Growth XP User Instructions. Instructor: Elizabeth Bruns, RD., LD Elizabeth.Bruns@dshs.state.tx.us		11:30	*4776786*	(877) 768-0032
Dual Participation Automation Training; required for new WIC directors		1:30	*2208368*	(866) 633-3380
Admin Function Automation Training; required for new WIC directors		3:00	*2208368*	(866) 633-3380
Obesity Prevention Mini Grant: Evaluating Your Data Instructor: Angela Gil Angela.Gil@dshs.state.tx.us	Monday July 11	12:00 – 1:30	*3357839	(866) 921-2203
Information Systems Security Awareness Automation Training	Tuesday July 12	9:00	*2208368*	(866) 633-3380
Contract and Non-Contract Formula Policy Instructor: Elizabeth Bruns, RD., LD Elizabeth.Bruns@dshs.state.tx.us		10:30	*4776786*	(877) 768-0032

Nutrition Education & Clinic Services Qwest Training Schedule July 2011 - Technical Assistance 1-800-860-8000

Class Title and Description	Date	Time	Qwest room # (include **)	Qwest phone #
High Risk RD Quarterly "Hot Topic" - Early Childhood Intervention Program Instructors: Cathy Plyer & Roxanne Robison Moderator: Kaylene Thompson <u>Kaylene.Thomposn@dshs.state.tx.us</u>		12:00	*5141936*	(866) 539-1119
RD-1000 Clinic Backup Training Automation Training; required for new WIC directors.		1:30	*2208368*	(866) 633-3380
Clinic Tape/CD-RW/DVD Clinic Backup Training Automation Training; required for new WIC directors.		3:00	*2208368*	(866)633-3380
A New Spin on Teaching Group Classes Instructor: Hildreth England <u>Hildreth.England@dshs.state.tx.us</u>	Wed. July 13	11:00	*1133224*	(877) 326-0664
How Children Develop Food Preferences Instructors: Kaylene Thompson & Erica Harris <u>Kaylene.Thompson@dshs.state.tx.us</u> <u>Erica.Harris@dshs.state.tx.us</u>		2:00	*5141936*	(866) 539-1119
Void Benefits Automation Training	Thursday July 14	9:00	*2208368*	(866) 633-3380
Admin Function Automation Training; required for new WIC directors		10:30	*2208368*	(866) 633-3380
High Risk RD Quarterly "Hot Topic" - Early Childhood Intervention Program Instructors: Cathy Plyer & Roxanne Robison Moderator: Kaylene Thompson <u>Kaylene.Thomposn@dshs.state.tx.us</u>		12:00	*5141936*	(866) 539-1119
Dual Participation Automation Training; required for new WIC directors		1:30	*2208368*	(866)633-3380
F5 Refuse Benefits Automation Training		3:00	*2208368*	(866) 633-3380
Farmers Market 2011 Automation Training.	Tuesday July 19	9:00	*2208368*	(866) 633-3380
Formula Exchange Automation Training;		10:30	*2208368*	(866) 633-3380
VENA Counseling Scenarios Instructor: Angela Gil <u>Angela.Gil@dshs.state.tx.us</u>		11:00	*3357839*	(866) 921-2203

Nutrition Education & Clinic Services Qwest Training Schedule July 2011 - Technical Assistance 1-800-860-8000

Class Title and Description	Date	Time	Qwest room # (include **)	Qwest phone #
End of Day Processing Automation Training; required for new WIC directors		1:30	*2208368*	(866) 633-3380
FoxFire Level I Automation Training		3:00	*2208368*	(866) 633-3380
Identifying Participants at Risk for Iron-Deficiency Anemia Review of WIC policies and procedures related to performing and assessing hemoglobin and hematocrits. Instructor: Elizabeth Bruns, RD., LD Elizabeth.Bruns@dshs.state.tx.us		3:30	*4776786*	(877) 768-0032
RD-1000 Clinic Backup Training Automation Training; required for new WIC directors.	Thursday July 21	9:30	*2208368*	(866)633-3380
End of Day Processing Automation Training; required for new WIC directors.		10:30	*2208368*	(866) 633-3380
WIC Approved Foods Clinic Services Training Instructor: Elizabeth Bruns, R.D., L.D. Elizabeth.Bruns@dshs.state.tx.us		10:30	*4776786*	(877) 768-0032
Information Systems Security Awareness Automation Training		1:30	*2208368*	(866) 633-3380
Food Packages Clinic Services Training Instructor: Elizabeth Bruns, R.D., L.D. Elizabeth.Bruns@dshs.state.tx.us		1:30	*4776786*	(877) 768-0032
Tools for Building Rapport and Personalizing a Counseling Session NE-VENA Training Instructor: Debbie Lehman, PhD, R.D., L.D.,		1:30	*5915227*	(877) 326-0664
FoxFire Level I Automation Training	Tuesday July 26	9:00	*2208368*	(866) 633-3380
WIC Systems Hardware Training Automation Training		10:30	*2208368*	(866)633-3380
Feeding Preterm Infants Review of feeding regimen for preterm and low birth weight infants. Instructor: Elizabeth Bruns, RD., LD Elizabeth.Bruns@dshs.state.tx.us		11:30	*4776786*	(877)768-0032
Inventory Reports Automation Training; required for new WIC directors.		1:30	*2208368*	(866) 633-3380
HotCard Reports Automation Training; required for new WIC directors.		3:00	*2208368*	(866) 633-3380

Nutrition Education & Clinic Services Qwest Training Schedule July 2011 - Technical Assistance 1-800-860-8000

Class Title and Description	Date	Time	Qwest room # (include **)	Qwest phone #
VENA: Navigating with OARS NE VENA Training Instructors: Frances Diep & Erin Thornberry <u>Frances.Diep@dshs.state.tx.us</u> <u>Erin.Thornberry@dshs.state.tx.us</u>	Wed. July 27	9:30	*1796544*	(866) 921-2204
Formula Exchange Automation Training;	Thursday July 28	9:00	*2208368*	(866) 633-3380
Farmers Market 2011 Automation Training.		10:30	*2208368*	(866) 633-3380
Health Benefits of Soy & Soy Food Packages Instructor: Elizabeth Bruns, RD., LD <u>Elizabeth.Bruns@dshs.state.tx.us</u>		10:30	*4776786*	(877)768-0032
F5 Refuse Benefits Automation Training		1:30	*2208368*	(866) 633-3380
"A Storm is Coming:" How to Protect WIC Systems – Automation Training		3:00	*2208368*	(866) 633-3380