



# REGISTRATION FORM—PAGE 1 OF 2

## I. PARTICIPANT INFORMATION

Please complete all sections of this form. Return Registration Form to CHEC by e-mail at [CHEC@lchealth.org](mailto:CHEC@lchealth.org) or by mail to Lowell Community Health Center, 161 Jackson Street, Lowell, MA 01852, Attention: CHEC

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Organization: \_\_\_\_\_

Title: \_\_\_\_\_ Populations Served: \_\_\_\_\_

Mailing Address (required): \_\_\_\_\_

Office Phone (required): \_\_\_\_\_ Cell Phone (required): \_\_\_\_\_

E-mail (required): \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

Supervisor E-mail (required): \_\_\_\_\_ Supervisor's Phone #: \_\_\_\_\_

Years with Current Employer: \_\_\_\_\_ Years \_\_\_\_\_ Months Employment Status:  Full-Time  Part-Time  Unemployed

Languages Spoken: \_\_\_\_\_

Do you need individual arrangements (i.e., interpreters)? \_\_\_\_\_

Are you a Community Health Worker? (response required)  YES  NO

In the event of a training cancellation, please select the best way to reach you:  Office Phone  Cell Phone  E-mail

Do you intend to complete all required courses within the COEC Program?  YES  NO  MAYBE

### BASIC REQUIREMENTS:

- Some work experience in community based health work such as in the role of a Community Health Worker is preferred.
- Employment at a community organization and providing at least 20 hours a week of outreach education is preferred.
- Employer and employee must read CHEC Policy Agreement and sign Registration Form prior to or upon registration.

## II. CORE COURSE SELECTION

To complete the Comprehensive Outreach Education Certificate, please select ALL CORE courses + 6 Health Modules

Check here to take all CORE courses or check off boxes below to select individual courses in the series.

*\*Emergency Care/CPR/AED course is only available for participants enrolled in the COEC Program*

<input type="checkbox"/> Introduction to Outreach Education	Wednesday, March 13, 2019	9:30 am – 1:00 pm
<input type="checkbox"/> CHW Code of Ethic & Mandated Reporting	Thursday, March 14, 2019	9:30 am – 1:00 pm
<input type="checkbox"/> Assessment Techniques	Thursday, March 21, 2019	9:30 am – 1:00 pm
<input type="checkbox"/> Community Organizing	Tuesday, March 26, 2019	9:30 am – 3:30 pm
<input type="checkbox"/> Cross Cultural Communication	Thursday, March 28, 2019	9:30 am – 3:30 pm
<input type="checkbox"/> Leadership Skills	Thursday, April 4, 2019	9:30 am – 3:30 pm
<input type="checkbox"/> Health Benefits	Tuesday, April 9, 2019	9:30 am – 1:00 pm
<input type="checkbox"/> Public Health	Thursday, April 11, 2019	9:30 am – 3:30 pm
<input type="checkbox"/> Motivational Interviewing	Thursday, April 18, 2019	9:30 am – 3:30 pm
<input type="checkbox"/> Outreach Education I&II	Wednesday, April 24, 2019 Thursday, April 25, 2019	9:30 am – 1:00pm 9:30 am – 3:30 pm
<input type="checkbox"/> Documentation	Thursday, May 2, 2019	9:30 am – 3:30 pm
<input type="checkbox"/> Harm Reduction & Prevention	Tuesday, May 7, 2019	9:30 am – 1:00 pm

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<input type="checkbox"/> Care Coordination & Team-Based Care	Thursday, May 9, 2019	9:30 am – 1:00 pm
<input type="checkbox"/> *Emergency Care/CPR/AED	Tuesday, May 14, 2019	9:30 am – 1:00 pm

## III. HEALTH MODULES SELECTION

To complete the Comprehensive Outreach Education Certificate, please select **ALL CORE courses + 6 Health Modules**

**Check here to take all Health Modules or check off boxes below to select individual courses.**

<input type="checkbox"/> Problem Gambling	Tuesday, May 21, 2019	9:30 am – 3:30 pm
<input type="checkbox"/> LGBTQIA 101	Thursday, May 23, 2019	9:30 am – 12:30 pm
<input type="checkbox"/> Substance Use	Tuesday, May 28, 2019	9:30 am – 12:30 pm
<input type="checkbox"/> Reproductive Health	Thursday, May 30, 2019	9:30 am – 12:30 pm
<input type="checkbox"/> Mental Health	Tuesday, June 4, 2019	9:30 am – 12:30 pm
<input type="checkbox"/> HIV/ AIDS 101	Tuesday, June 11, 2019	9:30 am – 12:30 pm
<input type="checkbox"/> Domestic Violence	Tuesday, June 18, 2019	9:30 am – 12:30 pm
<input type="checkbox"/> Sexually Transmitted Infections	Thursday, June 20, 2019	9:30 am – 12:30 pm
<input type="checkbox"/> Asthma	Tuesday, June 25, 2019	9:30 am – 12:30 pm

## IV. TRAINING FEES

**Training fees are due at the time of registration and are non-refundable and non-transferable.**

<input type="checkbox"/> Comprehensive Outreach Education Certificate (COEC) Program <i>All CORE Trainings + 6 Health Modules = 1 COEC Certificate</i>	\$475.00
<input type="checkbox"/> Individual courses (both CORE and Health Modules, excludes Emergency Care/CPR/AED)	\$25.00
<b>TOTAL AMOUNT DUE</b>	<b>\$</b>

## V. PAYMENT METHOD

Please make payable to:

**Lowell Community Health Center – CHEC**

My employer will be  
sending a check\*

I will be sending a money order

*\*Please include copy of check request if submitting registration form by e-mail*

## VI. SIGNATURES

By signing below, my supervisor and I acknowledge that we have read and agree with the Community Health Education Center's (CHEC) policies and procedures. We agree to comply with all training policies and procedures in order to participate in any CHEC training, and understand that failure to comply may prevent present or future participation.

\_\_\_\_\_  
**Participant's Printed Name**

\_\_\_\_\_  
**Participant's Signature**

\_\_\_\_\_  
**Supervisor's Printed Name**

\_\_\_\_\_  
**Supervisor's Signature**

## VII. SUBMIT REGISTRATION FORM & PAYMENT

**EMAIL:** CHEC@lhealth.org

**MAIL:** Lowell Community Health Center—CHEC  
161 Jackson Street  
Lowell, MA 01852