

**REGISTRATION FORM & REQUIREMENTS**

1. 3 registrants for Meds classes, CPR & First Aid are accepted from each facility, this is determined by policy
2. Attendees must pre-register. Walk-ins will be turned away if not pre registered
3. 24-hour notice of cancellation is required by attendee/facility or there will be a charged \$10.00 fee per person/per class
4. Less than 5 registrants for class, may result in cancellation of class if there are facilities will be notified 24 hours prior to class
5. Certificates are mailed out from the education dept. (allow 2-3 wks for processing).

**QUESTIONS? PAYMENT: CALL TOLL FREE 1-866-363-4058 or 941-757-0583 (CREDIT CARD/DEBIT CARD, CHECK)**

Payment is due prior to class. Mail a facility check to: Vanguard Education: 905 Manatee Ave. East, Bradenton, FL 34208

Facility Name/Address: \_\_\_\_\_

Date \_\_\_\_\_ Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

FALA Member Yes \_\_\_ FALA # \_\_\_\_\_ Vanguard/Omnicare Customer: Yes \_\_\_ Bed fee Pd Yes \_\_\_ No \_\_\_ Credit Card: yes \_\_\_

**Class Location** \_\_\_\_\_ **Class Dates** \_\_\_\_\_

**FAX to 941-757-0584**

**5 PM THURSDAY**

**before the next weeks classes**

| <u>PRINT ATTENDEES NAMES LEGIBLY</u> | Med Ting. | Res. Rigts | Med. update | CPR | First Aid | Food Hndl | HIV & Infection Control | Wandering Elope | Emer. | Res. Needs | ADRD Level I | ADRD Level II | ADRD Update | Total Fees or COMMENTS |
|--------------------------------------|-----------|------------|-------------|-----|-----------|-----------|-------------------------|-----------------|-------|------------|--------------|---------------|-------------|------------------------|
| 1.                                   |           |            |             |     |           |           |                         |                 |       |            |              |               |             |                        |
| 2.                                   |           |            |             |     |           |           |                         |                 |       |            |              |               |             |                        |
| 3.                                   |           |            |             |     |           |           |                         |                 |       |            |              |               |             |                        |
| 4.                                   |           |            |             |     |           |           |                         |                 |       |            |              |               |             |                        |
| 5.                                   |           |            |             |     |           |           |                         |                 |       |            |              |               |             |                        |
| 6.                                   |           |            |             |     |           |           |                         |                 |       |            |              |               |             |                        |
| 7.                                   |           |            |             |     |           |           |                         |                 |       |            |              |               |             |                        |
| 8.                                   |           |            |             |     |           |           |                         |                 |       |            |              |               |             |                        |
| 9.                                   |           |            |             |     |           |           |                         |                 |       |            |              |               |             |                        |
| 10.                                  |           |            |             |     |           |           |                         |                 |       |            |              |               |             |                        |
| 11.                                  |           |            |             |     |           |           |                         |                 |       |            |              |               |             |                        |
| 12.                                  |           |            |             |     |           |           |                         |                 |       |            |              |               |             |                        |
| 13.                                  |           |            |             |     |           |           |                         |                 |       |            |              |               |             |                        |
| 14.                                  |           |            |             |     |           |           |                         |                 |       |            |              |               |             |                        |

**CLASSES**

**NO CHARGE FOR MEDICATION CLASSES FOR OMNICARE CUSTOMERS**

| <u>TUESDAY</u>                  | <u>WEDNESDAY</u>        | <u>THURSDAY</u>                       |
|---------------------------------|-------------------------|---------------------------------------|
| 8:30-12:30 Initial Med Training | 8:30-11:30 CPR + DNR    | 8:30-10:30 HIV/AIDS/Infection Control |
| 1:30-2:30 Resident Rights       | 12:30-3:30 First Aid    | 10:30-11:30-Wandering & Elopement     |
| 2:30-4:30 Med Update            | 3:30-4:30 Food Handling | 12:30-1:30 Major Emergencies          |
|                                 |                         | 1:30-4:30 Resident Needs/ADL's        |

**CHARGES**

**Register online @ [www.vanguardrx.com/calendar.asp](http://www.vanguardrx.com/calendar.asp) or Call toll free 866-363-4058**

**ONE YEAR OF TRAINING 6/1/11 AND GOES TO 5/31/12**

**\$14.00 PER BED FOR OMNICARE CUSTOMERS PAID ONE TIME FOR ONE YEAR**

**\$18.00 PER BED FOR FALA MEMBERS PAID ONE TIME FOR ONE YEAR**

**\$22.00 PER BED ALL OTHERS PAID ONE TIME FOR ONE YEAR**

**PER CLASS HOUR FEE PER PERSON, \$5.00 PER CLASS HOUR VANGUARD PHARMACY/OMNICARE & FALA MEMBERS**

**\$10.00 PER PERSON PER CLASS HOUR FOR ALL OTHERS**