



Constructive Supervision: Assessing & Resolving Difficult Supervisee Situations

Presented by:

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Associate Professor, Western Michigan
University School of Social Work

**Western Michigan University
College of Health & Human Services
1240 Oakland Drive, Room 1010
Kalamazoo MI**

Participants in the workshop will:

- Outline an accountability structure for supervision
- Identify the components of a supervision informed consent document
- Outline a process for addressing a critical incident

December 11, 2009

8:45 am-12:00 pm

Training	\$ 30
Student Rate	\$ 20
*CE Fee	\$ 15

***in addition to training fee**

Group Rate available
Group rate= 3 or more registrants from an organization. Prepayment required.
Deduct 10% from training fee.

Check-in & continental breakfast in room 1284 from 8:00-8:45 a.m.

Michigan Social Work CE hours: 3 hours

This continuing social work education activity is sponsored by Western Michigan University, School of Social Work. Course approval number through the Michigan Continuing Education Collaborative is pending. For full CE credit, participants will be required to: sign in and out, provide their Michigan Social Worker identification number, & complete a workshop evaluation. CE Certificates will be mailed to participants after completion of the session.

Course target audience:

This training is intended for beginning and intermediate level practitioners or students in human services.

**Call 269-387-3158
for directions or information**

Schedule & Syllabus for December 11, 2009

8:15-8:45 a.m.	Registration
8:45-10:15	Guiding Principles, Assessing supervisee learning needs & style, Developing an accountability structure, including structuring for LLMSW supervision
10:15-10:30	Break
10:30-12:00	Critical Incidents, Application to case scenarios, Communication in critical incidents, q & a, evaluation

This facility complies with ADA access standards.

To ask questions, call Melinda McCormick at 269-387-3158 or email melinda.m.mccormick@wmich.edu.

To report grievances, contact Ronnie Tyson, at 269-387-3202 or email r2tyson@wmich.edu.

Cancellation Policy: If a class is canceled due to insufficient enrollment or unforeseen circumstances, WMU School of Social Work will provide a full refund. If necessary, the University reserves the right to substitute instructors. If a registrant is unable to attend an event for which payment has already been received, the registrant may send another person in his or her place. The original registration information must be provided and the School of Social Work must be notified of this circumstance at or prior to the event. For participant cancellations, refunds are provided in the following way: For withdrawal at least 5 working days prior to the first session: 100% refund, less a \$10 processing fee. For withdrawal 2-4 days prior to the first class session: 75% refund, less a \$10 processing fee. No refund for withdrawals less than 48 hours in advance of the scheduled event or partial attendance. Refunds take approximately 4 weeks to process.

******* Prepayment is required with registration. *******

Register online at www.wmich.edu/hhs/sw and look for the online store link, or mail registration to the address below and must include payment and completed registration form below.

Checks must be made out to Western Michigan University. Registrations will be acknowledged via e-mail—please include your e-mail address. Registration deadline is December 4, 2009. When mailing registration, e-mail melinda.m.mccormick@wmich.edu or fax 387-3183 to reserve your spot.

Parking information will be e-mailed prior to event.

Unless the event is cancelled by WMU School of Social Work, the CE fee is not refundable.

Name: _____

Social Worker ID # * _____

*If paying for CE Hours, please provide your Social Worker identification number.

Organization: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

E-mail address: _____

Please add me to the Continuing Education email list for the School of Social Work at WMU.

Payment enclosed. \$ _____ Training \$30.00 CE Units* add \$15.00
 Student Rate \$20.00 Group Rate -10% training fee

Mail completed registration form and payment to:

Melinda McCormick, School of Social Work, Western Michigan University,
1903 W. Michigan Ave., Kalamazoo, MI 49008-5354

***** Failure to use address ↑ above will significantly delay your registration. *****

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