



# Center for Continuous Learning

*Supporting the Mission of the Department of Health and Human Services through Lifelong Learning*

# CLASS CATALOG

Spring  
2025



Sponsored by the Office of Human Resources, Montgomery County Government  
*In Partnership with the Department of Health and Human Services*

## A Special Partnership

The Center for Continuous Learning (CCL) program is a partnership of the County's Office of Human Resources (OHR) and the Department of Health and Human Services (DHHS). The CCL is an approved provider of continuing education credits for social workers and professional counselors. Courses are open to staff members in similar positions in County departments.

So far in Fiscal Year 2025, more than 100 CCL courses were provided to over 1,450 Montgomery County employees and community partners. CCL facilitates the development of a more integrated and culturally responsive network of social, mental, and public health services for Montgomery County residents.

The OHR Professional Learning and Organizational Development Team manages and administers the CCL program and works with the CCL Training Committee to plan the catalog. The committee consists of a multi-disciplinary team representing a cross-section of DHHS staff and service areas. The OHR CCL Program Manager assesses, plans, and provides a curriculum of courses for the annual training program.

If you require additional information, please refer to the Resources section of this guide (page 58).

### Acronyms Used in This Catalog

CCL: Center for Continuous Learning  
COB: Council Office Building  
COR: Correction and Rehabilitation  
DAHC: Dennis Avenue Health Center  
DHHS: Department of Health and Human Services  
eICM: Integrated Case Management  
EOB: Executive Office Building  
HIPAA: Health Insurance Portability and Accountability Act  
HMIS: Homeless Management Information System  
HOB: DHHS Administrative Offices  
LEP: Limited English Proficiency  
MBSWE: Maryland Board of Social Work Examiners  
MCCF: Montgomery County Correctional Facility  
MCG: Montgomery County Government  
NBCC: National Board for Certified Counselors  
OHR: Office of Human Resources  
OLM: Oracle Learning Management  
TESS: Takoma East Silver Spring Center  
TODC: Training & Organizational Development Center  
UCRSC: UpCounty Regional Services Center

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# Program Guide



## About the Program

### The Center for Continuous Learning (CCL) Mission

CCL's mission is to provide training to support the growth of a more integrated and culturally sensitive network of social, mental, and public health services to the residents of Montgomery County.

### Background

The CCL program was designed to meet the educational and professional needs of the DHHS staff. CCL training programs are open to employees throughout Montgomery County Government and community partners who can benefit from the program. The CCL program is a partnership of the County's Department of Health and Human Services (DHHS) and the Office of Human Resources (OHR).

### Continuing Education Credits

- **Maryland Board of Social Work Examiners (MBSWE)**

The Montgomery County Government Office of Human Resources (OHR) is approved and authorized by the Maryland Board of Social Work Examiners (MBSWE) to provide continuing education credits and maintain responsibility for this program. OHR adheres to the continuing education standards of the National Association of Social Workers.

- **National Board for Certified Counselors (NBCC)**



The Montgomery County Government Office of Human Resources (OHR) has been approved by NBCC as an Approved Continuing Education Provider (ACEP No. 6080). Programs that do not qualify for NBCC credit are clearly identified. OHR is solely responsible for all aspects of the programs.

- **Maryland Nurses Association: Non-Clinical CNE**

The CCL currently coordinates one course that was approved by the Maryland Nurses Association through the Office of Community Affairs. This course is *Implicit Bias: A Journey Inward*. Other courses may be approved in the future. The nursing continuing professional development activities were approved by the Maryland Nurses Association, an accredited approver by The American Nurses Credentialing Center's Commission on Accreditation.

### Contact Information

See the Resources section of this guide (page 58).



# Services Provided by the Program

## CCL Training Catalog

Courses presented in this catalog are the result of weeks of planning, organizing, and evaluating training by the CCL Training Committee led by the OHR CCL Program Manager. The catalog is published twice a year in February and August.

### OHR CCL Program Manager

The OHR CCL Program Manager works closely with the CCL Training Committee to ensure training is aligned with department initiatives and priorities; that professional development courses fulfill continuing education board requirements; and that adequate publicity, logistics and data management are in place.

### CCL Instructors

We are fortunate to have access to many experts in the fields of psychotherapy, social services, and public health. Course instructors include representatives from NIH, Maryland Department of Human Resources, EveryMind, University of Maryland, and other federal and private agencies.

## Custom Programs and Special Training Requests

OHR understands that there may be times when a team has training needs that are not offered through the CCL program. The OHR Professional Learning and Organizational Development Team is available to work with you to design or customize specific training to meet your needs. We provide:

- Consultation and support for customized training
- Recommendations for facilities and speakers
- Guidance in the planning process to ensure approval of continuing education credits.
- Enrollment administration through Oracle Learning Management (OLM)
- Announcement fliers

### CCL Training Committee

The committee is a multi-disciplinary team representing a cross-section of DHHS staff and service areas. The committee is responsible for ensuring that a curriculum of courses is provided to address the breadth of services and professional expertise within DHHS as well as providing professional growth opportunities and succession planning; all of which results in providing a level of service aligned with the DHHS mission statement.

- **Member Responsibilities**
  - Ensure that the CCL program is meeting the training needs of each team.
  - Consult with the Team Chief and managers to discuss the direction of the CCL.
  - Present topics and ideas to the committee for consideration.
  - Take the lead for at least two classes a catalog.
  - Invite qualified instructors, work with them to develop learning goals, and create catalog class descriptions.
- **Time Commitment**

The committee meets once a month for 1.5 hours. Time for preparation and attendance at these meetings totals about 24 to 30 hours per year. Individual committee members may spend approximately 8 to 10 hours per year planning for specific classes.
- **Length of Service**

Members serve for two years, usually starting at the beginning of the fiscal year.
- **Recognition**

We recommend that serving on the committee should be part of the individual's performance plan and included in his or her performance appraisal. If you are interested in being considered to serve on the committee, please [share your contact information here](#).

## **Attendance Policies**

### **Who May Attend**

Each class description indicates a target audience — this is the group the training was designed for — but the classes are not limited to this group unless stated otherwise.

#### **Department of Health and Human Services Staff**

CCL training programs are open to all DHHS employees, contractors, interns, and volunteers.

#### **Employees of Other Montgomery County Departments**

CCL classes are also open to those who work with DHHS, such as employees of the Department of Corrections, Montgomery County Police Department (MCPD) and the State's Attorney's Office. If you do not have access to DHHS classes, contact the OHR Professional Learning and Organizational Development Team (see page 58).

#### **Community Partners**

To support the collaboration between DHHS and our partners, CCL classes are also open to individuals working for community-based, non-profit organizations that provide services to County residents.

### **DHHS Supervisor Approval**

Prior to enrolling in a class, DHHS staff members must discuss their professional development goals and training requests with their supervisor. Approval to participate in a training class may be withheld by a supervisor in consideration of job performance or availability based on work coverage needs. After enrollment, an email will be sent to notify the supervisor.

## **Attendance and Continuing Education Credit Eligibility**

As an approved sponsor of continuing education hours, we are responsible to maintain compliance with attendance expectations of each Board.

- Participants are expected to arrive on time and attend the entire course. If a course has multiple sessions, you must attend all sessions.
- You must attend the entire course to receive any continuing education (CE) credit. Partial attendance will result in an incomplete status for the course.
- A grace period of 15 minutes will be given to latecomers. However, anyone arriving more than 15 minutes late or leaving before the end of the class will not receive CE credits.

## **Inclement Weather**

In case of inclement weather, the program will observe the following guidelines based on the County's announcement:

- If the County is closed, classes will be cancelled.
- If the County is open but allows liberal leave, classes will be held unless otherwise notified.
- For a delayed opening, **morning** classes will be cancelled; **afternoon** classes will be held.

For recorded updates on cancellations, call the OHR Professional Learning and Organizational Development Team (see page 58) after 7 am.

If the program is a **webinar** or in on-line presentation format, the class will continue as scheduled.

## **Special Accommodations**

If you need sign language interpreters or other reasonable accommodations to participate in any training opportunity provided by the Office of Human Resources, please contact the OHR Professional Learning and Organizational Development Team with as much notice as possible, preferably at least three business days before the class begins (see page 58). Taking these steps will allow sufficient time to best meet your needs.

## **Complaint Policy**

If participants or potential participants would like to express a concern about their experience with the CCL, they may contact the OHR Professional Learning and Organizational Development Team (see page 58). You will receive a response within two weeks.

## **Confidentiality Policy**

All training records maintained by the CCL are kept confidential from any outside organization or person, including course instructors, with these exceptions:

- **Montgomery County Government (MCG) Staff**  
Training records for employees, contractors, temporary employees, interns, and volunteers are accessible to participants' supervisors, managers within their reporting chain, and the Department Director and HR Liaison for the individual's department.



## **OHR Professional Learning and Organizational Development**

In addition to CCL courses, the OHR Professional Learning and Organizational Development Team provides MCG employees, contractors, volunteers, and interns many other opportunities for professional development. A brief overview of OHR training programs is given below. Go to the OHR Career Development webpage under [Programs and Catalogs](#) to get more information on MCG Mandatory Training classes.

### **Career Development Program**

This program provides over 100 professional and management development instructor-led courses. Training opportunities are published monthly via email. Some of the programs include:

- Career and Personal Planning
- Communication Skills
- Contract Administration
- Customer Service
- Racial Equity and Social Justice
- Professional Development
- Project Management

### **Computer Training Program**

Hands-on classes in Microsoft Office Suite, including Word, Excel, Access, PowerPoint, and Outlook, are provided for all skill levels from beginner to advanced. Please visit the [TEBS Learning Website](#) for more information.

### **eLearning Programs**

Three providers of online professional development programs provide readily accessible learning opportunities to MCG staff from any computer which has Internet access. These professionally produced training courses cover a wide range of professional development, management development and leadership courses.

- [Guidance Resources' Leadership Tools](#) – Effective leadership goes beyond managing—it's about inspiring, communicating, and fostering growth. These resources provide valuable insights to help you develop key skills, including:
  - Leadership Growth – Strengthen your ability to guide and support teams
  - Effective Communication – Enhance collaboration and influence
  - Conflict Resolution – Address challenges with confidence and clarity
  - Well-Being and Mental Health – Prioritize personal and team wellness
  - Diversity, Equity, Inclusion and Accessibility – Create a culture of belonging
- [MCG Supervision Toolkit](#) - The MCG Supervision Toolkit equips supervisors at all levels with quick access to supervision tools, training and resources. This SharePoint site empowers supervisors to learn, navigate, and master key aspects of the County and enables them to perform their roles with confidence and ease.
- Montgomery County Public Libraries provides [Lifelong Learning Resources](#) as well as training through [Udemy Courses](#) and [LinkedIn Learning](#) which are available to our employees, contractors, volunteers and interns with an MCG library card. Partners who are Montgomery County residents may also access these courses with an MCG library card.

## Getting Help

### Oracle Learning Management (OLM)

OLM is part of the MCG Enterprise Resource Planning system and is used to manage training. OLM allows employees and partners to:

- Search and enroll for classes.
- Use your personal Learner Home page to check current enrollments and history.
- Complete self-paced online courses available directly from OLM.

Also, through OLM, supervisors can access training records of direct reports and assign mandatory training as needed.

### Important Web Links

The three links below provide access to any information or functions you may need to manage your training and career development.

We highly recommend that you bookmark or add the following links to your web browser.

#### [OHR Career Development Webpage](#)

Find additional OHR Professional Learning and Organizational Development programs; Help Guides for assistance with OLM; directions and parking information for training venues; future additions to the CCL Class Catalog and much more.

#### [AccessMCG ePortal](#)

For MCG employees, contractors, interns, and volunteers who have an MCG computer network login.

- Use to access OLM to enroll in classes, check your class schedule/history and print a transcript.

#### [AccessMCG Extranet](#)

For community partners, DHHS retirees and contractors, interns and volunteers who do not have an MCG computer login.

- Use to access OLM to enroll in classes, check your class schedule and history and print a transcript.

### User Guides

OLM User Guides are located on the OHR Career Development webpage under [OLM User Guides for Learners](#). These step-by-step guides were created for employees, contractors, volunteers, and community partners as well as managers and supervisors. Topics include enrolling in a class, printing a transcript, playing an MCG computer-based training and frequently asked questions.

## Enrollment Instructions

In the next section, you will find the course descriptions and a direct link for enrolling in a course. The information below is a step-by-step enrollment guide. For more information, go to the [OHR Career Development webpage](#), select Guides and Resources and find the *Enroll in a Class* User Guide for your specific group (MCG Employees, MCG Contractors and Volunteers, or Community Partners).

**Note to community partners, DHHS retirees and contractors, interns and volunteers who do not have an MCG computer login:** To access OLM and enroll in classes, you must set up a profile in the AccessMCG Extranet Portal. For instructions on how to set up a profile, go to [User Guide: Requesting Access to AccessMCG Extranet Portal and MCG Learning Areas](#).

### Step 1: Log in based on the applicable group instructions below.

- **Employees**

MCG employees **with** an MCG computer network login

- Log in using link: [AccessMCG ePortal](#)
- Click 1) Employee Self-Service, 2) the blue Employee Self-Service button, 3) MCG HR Employee Self Service, 4) Learner Home

- **Contractors, interns, and volunteers**

Those **who have** an MCG computer network login

- Log in using link: [AccessMCG ePortal](#)
- Click 1) Learning Services, 2) OLM for Contractors and Volunteers, 3) Learner Home

- **Community partners, DHHS retirees, and contractors, interns, and volunteers**

Anyone **who does not have** an MCG computer network login and has set-up a user profile on the AccessMCG Extranet

- Log in using this link: [AccessMCG Extranet](#)
- Click 1) Learning Services, 2) click Go to County Learning Area blue button, 3) MCG External Learner Self-Service, 4) Learner Home

### Step 2: Locate and enroll in a class.

- At the top of the screen, find the Search window.
- Type a keyword (only one word from the class title) in the window and click Go.
- Find the class you want to attend.
- Click 1) the Enroll button located on the far right of the screen, 2) Review, and 3) Submit.
- You should now see the class listed under “Enrollments” on your Learner Home page.

## Confirmation of Enrollment

You will receive two email notifications:

- The first email will be sent the day after you enroll.
- The second email will be sent three days prior to the start of the class.

## **Cancelling Your Enrollment**

If you cannot attend a class, please withdraw from a class by unenrolling as soon as possible.

- Log in to OLM (see Step 1 on the previous page).
- On your Learner Home page, find the class under “Enrollments.” Click the “Unenroll” button on the right and follow the prompts.

## **Additional Details**

- Classes are listed by title and date, for example, “Limited English Proficiency Class 2024-09-24.”
- Look for attachments that you may need prior to the class, such as pre-work, class handouts, etc.
- If you are an MCG employee, your supervisor will be copied on all activity within your Learner Record, including enrollments. Your supervisor may unenroll you from a class if necessary. Before enrolling, please discuss any training with your supervisor.
- If your mailbox is full, you will not receive any automated messages.
- You will be notified of any changes in time, date, or location. Updated class information will appear on your Employee Self-Service Webpage under “Worklist.” If you think you have missed an email notification, this is a handy place to check. The information will also be updated on your Learner Home page.

## **Still Need Help?**

If you have problems after checking the help guides and other online resources, contact the OHR Professional Learning and Organizational Development Team (page 58) while you are on your computer so that we may assist you. If you leave a voicemail, provide a detailed explanation of the issue; your call will be returned as soon as possible.

## Locations, Maps and Parking

Class Location	Address	Parking
<b>Executive Office Building (EOB)</b>	101 Monroe Street Lobby Level Auditorium Rockville, MD 20850	See below (Finding Parking in Downtown Rockville).
<b>Professional Learning and Organizational Development Center (PLOD)</b>	27 Courthouse Square 4th Floor Rockville, MD 20850	
<a href="#">Dennis Avenue Health Center (DAHC)</a>	2000 Dennis Avenue Silver Spring, MD 20902	Free parking available in the DAH parking lot.
<a href="#">DHHS Administrative Building (HOB)</a>	401 Hungerford Drive Rockville, MD 20850	Limited parking. Parking available at Rockville Town Center.

### Finding Parking in Downtown Rockville — Make a Parking Plan!

Parking can be difficult to find in downtown Rockville. Refer to the [Rockville Government Center Complex Map](#), which indicates the various County buildings and parking locations.

**Council Office Building (COB) Parking Garage (free with voucher):** Located at the corner of Jefferson (Route 28) and Monroe Streets. The back entrance to the COB is located right next to the garage. Park free by obtaining a voucher at the training and presenting it to the attendant as you leave.

**Jury Lot (free):** Located across from the COB garage; open to visitors after 9:00 am

### Public Parking (for a fee):

- 51 Monroe Street (across from the Executive Office Building)
- Rockville Town Square Parking

## Program Offerings





## **CCL Updates for Spring 2025**

### **Looking for NEW CCL Training Committee Members**

The CCL Committee is a critical component for the development of the semi-annual CCL Class Catalog. As subject matter experts in their fields, committee members propose training and obtain instructors to provide the classes. Although each committee member represents his or her service area, committee members work as a team to ensure the program classes are aligned with the DHHS Road Map goal of supporting service integration.

CCL Committee Members are listed on the following page. For a description of the work and commitment involved, [click here for additional information](#).

#### **Interested in Serving:**

If you are interested in being considered to serve on the CCL committee, please [share your contact information here](#).

For questions, please contact Laura Chapman, OHR CCL Program Manager, at [laura.chapman@montgomerycountymd.gov](mailto:laura.chapman@montgomerycountymd.gov).

## Partner Appreciation

Many people have contributed to the planning, development and presentation of the continuing education events presented in this catalog. We are very fortunate to have these experts partnering with us to provide the County educational opportunities. Please join us in extending our appreciation to them.

### CCL Training Committee

Committee members share their time and expertise to plan the roster of classes, work with the instructors, develop learning objectives and course descriptions, and attend and evaluate programs. Below is a list of members from each service area.

#### Aging and Disability Services

- Hirsch Isen, LCSW-C, Home Care Supervisor

#### Behavioral Health and Crisis Services

- Claudia Guevara, LCSW-C, LICSW, Supervisory Therapist, Adult Behavioral Health Program

#### Children, Youth and Family Services

- Sarah Wilch-Spamer, LMSW, Infant and Early Childhood Mental Health Coordinator

#### Department of Correction and Rehabilitation

- Open

#### Human Capital Management & Organizational Development

- Bernardine Ayertei, Chief

#### Information Systems & Technology

- Gizelle Merced, IT Training Manager

#### Office of Eligibility and Support Services

- Marie-Cecile Alvarez, Administrative Specialist
- Evelyn Serrano, Government Assistance Eligibility Supervisor

#### Public Health Services

- Robyn Simmons, MSA, Special Projects

#### Services to End and Prevent Homelessness

- Open
- *Special thanks to Sarah Moore, MA, LCSW, with SEPH, for her assistance with CCL training coordination on courses in this catalog.*

## Instructor Appreciation

Instructors provide their services as a community service; most provide training gratis or for a very small honorarium. This includes preparation, travel, presentation time, and sometimes materials. In some cases, they have developed, at no additional charge, a program specially designed for CCL. We are grateful for their valuable service.

### **Baltimore County Department of Social Services, Office of Learning**

Rosa Uddeme

### **EveryMind with Mental Health First Aid Maryland**

Alyssa Sanders

Emma Kerschner

Melissa Kuymijiam

### **Inspired Consulting Group, LLC**

Corey Beauford

### **Integrative Healing Journeys, LLC**

Chernavia Miller-Hollingsworth

### **Montgomery County Department of Health and Human Services (DHHS)**

Christopher Burt

Danny Muchoki

DHHS Equity Team

Dr. Kisha N. Davis

Gizelle Merced

Karen Gutierrez

Lissa Ransom

Patrick Campbell

Rebecca F. Smith

Ruth Kerschner

Sonni Williams

### **Practice Guardian, LLC**

Lisa Annulis

### **Practitioners/ Consultants**

Ariste Sallas-Brookwell

Kacy L. Barker

Pamela Marcus

### **Thinking Tree Psychology, LLC**

Aliza Scharf-Bendov

### **University of Maryland, School of Social Work**

Lee Westgate

Sharon Fischman

### **University of North Dakota, Department of Social Work**

Dr. Jeffery Anvari-Clark

### **Kennedy Krieger Institute**

Andrea M. Israel

### **Kennedy Krieger Institute, Center for Child and Family Traumatic Stress**

Angela Celano, L

### **Special Thanks to Ms. Sheryl Orr, Department of Health and Human Services**

We appreciate Sheryl's dedication and commitment to supporting all of the efforts tackled by the Office of Community Affairs related to the Implicit Bias Workshops. This invaluable contribution to County employees and Community Partners is truly appreciated.

## Spring 2025 CCL Classes at a Glance

Below is an overview of the types of classes offered through CCL. For details about each class, refer to each class's description page in the back of this catalog.

Behavioral Health		
Class	Date	Time
Treating Traumatic Stress Disorders in Children with Developmental Disabilities	2/26/2025	9 am – 1:15 pm
Substance Use Disorder (SUD): Barriers to Self-Diagnosis	3/12/2025	9 am – noon
Four Pillars of Wellness: Nourish Your Body	3/17/2025	1 – 2 pm
Serving Military-Connected Youth: Developing Cultural Competence and Supporting Access to Services and Resources <b>(ANTI-OPPRESSIVE SW PRACTICE)</b>	3/21/2025	1 – 4:15 pm
Perinatal Mood and Anxiety Disorders	3/24/2025	1 – 3 pm
Attachment Theory and Practical Applications	3/25/2025	1 – 4 pm
Caring for Individuals Who Are at Risk for Suicide	3/27/2025	1 – 4 pm
Youth Mental Health First Aid for Non-Clinicians	4/25/2025	9 am – 4 pm
Trauma-Informed Care: Insights and Strategies for Supporting Adults with Developmental Disabilities	4/25/2025	9 am – noon
Dementia Care Seminar	4/29/2025	9 am – 5 pm
Providing Harm Reduction & Low-Barrier Services to Those Marginalized	4/30/2025	9 am – noon
DBT (Dialectical Behavioral Therapy) Overview and Applications: A Client-Centered, Trauma-Informed Approach to Treating Emotionally Dysregulated Clients	5/16/2025	9 am – 12:15 pm
Four Pillars of Wellness: Time for Movement	6/9/2025	1 – 2 pm

Ethics, Equity, and Inclusion		
Class	Date	Time
Creating a Culture of Equity (In-Person) <b>(ANTI-OPPRESSIVE SW PRACTICE)</b>	2/27/2025	9 am – 3:15 pm
Recognizing and Resolving Political Countertransference	3/7/2025	9 am – noon
Ethics of Self-Care <b>(ETHICS)</b>	3/28/2025	9 am – noon
Implicit Bias: A Journey Inward (In-Person) <b>(ANTI-OPPRESSIVE SW PRACTICE)</b>	4/3/2025	9 am – 12:30 pm
Ethical Considerations for Trauma-Responsive Social Work Practice <b>(ETHICS)</b>	4/10/2025	1 – 4:15 pm
Implicit Bias: A Journey Inward (In-Person) <b>(ANTI-OPPRESSIVE SW PRACTICE)</b>	6/5/2025	9 am – 12:30 pm

Professional Development Training		
Class	Date	Time
Mass Care Team On-Boarding Session	3/4/2025	1 – 2 pm
Privacy and Confidentiality in Social Work and Counseling	3/17/2025	11 am – noon
Shelter Response Fundamentals	4/1/2025	1 – 5 pm
NARCAN Training	4/2/2025	10 – 11:30 am
Privacy and Confidentiality in DHHS	4/9/2025	11 am – noon
We are Here Too: Supervising and Supporting LGBTQIA+ Social Workers <b>(SUPERVISION/ ANTI-OPPRESSIVE SW PRACTICE)</b>	5/2/2025	1 – 4:15 pm
Mass Care Team On-Boarding Session	5/6/2025	1 – 2 pm
Maximizing the Supervisory Relationship <b>(SUPERVISION)</b>	5/9/2025	9 am – noon
NARCAN Training	5/13/2025	11 am – 12:30 pm
Financial Interdependence: Intervention Strategies for Social Service Providers to Support Clients in Diverse and Culturally Rooted Financial Practice Contexts <b>(ANTI-OPPRESSIVE SW PRACTICE)</b>	5/21/2025	1 – 4:15 pm
Shelter Response Fundamentals	6/3/2025	1 – 5 pm
Leading by Example: Navigating the Internal Work of Being a Social Work Supervisor <b>(SUPERVISION)</b>	6/4/2025	9 am – 12:15 pm
Situational Awareness (In-Person)	TBD	9 am – noon

Technology Training – Office 365		
Class	Date	Time
Microsoft Excel – The Basics	2/26/2025	1:30 – 3 pm
Office 365 OneDrive – How to Manage Files	3/12/2025	1:30 – 2:30 pm
Office 365 Open Lab	3/19/2025	1:30 – 2:30 pm
Microsoft Excel – Beyond Basics	3/26/2025	1:30 – 3 pm
Office 365 Outlook – Tools to Organize Your Inbox	4/10/2025	10 – 11 am
Office 365 Open Lab	4/16/2025	1:30 – 2:30 pm
Microsoft Excel – The Basics	4/23/2025	1:30 – 3 pm
Office 365 OneDrive – How to Manage Files	5/8/2025	10 – 11 am
Office 365 Open Lab	5/14/2025	1:30 – 2:30 pm
Microsoft Excel – Beyond Basics	5/21/2025	1:30 – 3 pm

<b>Technology Training – eICM</b>		
<b>Class</b>	<b>Date</b>	<b>Time</b>
eICM Basics	3/12/2025	1:30 – 3 pm
eICM Case Management	3/13/2025	1:30 – 3 pm
eICM Basics	4/9/2025	1:30 – 3 pm
eICM Case Management	4/10/2025	1:30 – 3 pm
eICM Basics	5/7/2025	1:30 – 3 pm
eICM Case Management	5/8/2025	1:30 – 3 pm

<b>Technology Training – NextGen</b>		
<b>Class</b>	<b>Date</b>	<b>Time</b>
NextGen: How to Document Errors and Create Addendums	2/25/2025	1:30 – 2 pm
NextGen: Practice Management for New Hires/ Refresher	3/4/2025	1 – 2:30 pm
NextGen Behavioral Health: How to Document a Visit	3/6/2025	1 – 2:30 pm
NextGen Public Health: How to Document a Visit	3/20/2025	1 – 2:30 pm
NextGen: Practice Management for New Hires/ Refresher	4/1/2025	1 – 2:30 pm
NextGen Behavioral Health: How to Document a Visit	4/3/2025	1:30 - 3 pm
NextGen: How to Document Errors and Create Addendums	4/17/2025	1:30 – 2 pm
NextGen: Practice Management for New Hires/ Refresher	4/29/2025	1 – 2:30 pm
NextGen Behavioral Health: How to Document a Visit	5/1/2025	1:30 – 3 pm
NextGen Public Health: How to Document a Visit	5/15/2025	1 – 2:30 pm

<b>Training – Random Moments Time Study (RMTS) – Title XIX: New or Untrained Staff</b>		
<b>Class</b>	<b>Date</b>	<b>Time</b>
RMTS: Title XIX: New or Untrained Staff	3/11/2025	9 – 10:30 am
RMTS: Title XIX: New or Untrained Staff	4/8/2025	9 – 10:30 am
RMTS: Title XIX: New or Untrained Staff	5/13/2025	9 – 10:30 am
RMTS: Title XIX: New or Untrained Staff	6/10/2025	9 – 10:30 am
RMTS: Title XIX: New or Untrained Staff	7/8/2025	9 – 10:30 am
RMTS: Title XIX: New or Untrained Staff	8/12/2025	9 – 10:30 am



## **Class Descriptions**

### **Attachment Theory and Practical Applications**

This workshop is designed as an introduction to modern attachment theory and clinical applications. Participants will receive an overview of attachment theory as well as methods from Somatic Attachment Therapy techniques to utilize in practice. Participants will also be provided with video material of enactments of attachment strategies and an opportunity to discuss and review observations for purposes of integrating the material.

#### **Target Audience**

Social Workers, Therapists, Counselors, and other mental health/ health professionals.

#### **Objectives**

- Participants will learn the origins of attachment theory
- Participants will learn the four main attachment strategies including Secure/Insecure strategies
- Participants will be introduced to Somatic Attachment Therapy techniques including *resourcing* and *orienting*.
- Participants will learn the Three Modes of Regulation
- Participants will be able to identify attachment strategies through observation of attachment enactments.

#### **Continuing Education Credit** – Credit hours: 3.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board of Certificate Counselors (NBCC) – Yes

#### **Date, Time, and Location**

March 25, 2025; 1 – 4 pm; Webinar

#### **Instructor**

- Aliza Scharf – Bendov, LSWC-C, Psychotherapist, Nondual Kabbalistic Healer, Thinking Tree Psychology, LLC, and Private Practice

#### **Enrollment**

Deadline: March 22, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Caring for Individuals Who Are at Risk for Suicide

Mental health providers are on the frontline to provide care for individuals who are suicidal based on the current evidence-based criteria. This workshop will review the current CDC statistics and risk factors for death by suicide. A comprehensive assessment strategy will be taught, including documentation. This presentation will clarify evidenced-based criteria on contracting for safety vs. developing personal safety plans. An example of how to facilitate a personal safety plan and the effect this intervention has on the individual will be discussed during this presentation. A case study format will be utilized to reinforce skill development.

### Target Audience

This training is targeted to social workers, nurses, therapists and other health professionals who work with individuals who are at risk for suicide; it would be especially beneficial to Adult Protective Services and Crisis Center workers.

### Objectives

- Discuss causal factors that increase the risk of an individual dying by suicide.
- Describe risk factors, warning signs and protective factors for individuals who are at risk for suicide.
- Identify four key components of a comprehensive assessment for suicide risk using the CASE Method (Shawn Shea).
- Discuss the difference between Contract for Safety and the Personal Safety Plan.
- Create a Personal Safety Plan.
- List three internet sites for further information for suicide prevention.
- Utilize Suicide Prevention Lifeline crisis line 1-800-273-TALK (8255).

### Continuing Education Credit – Credit Hours: 3.0

- Maryland Board of Social Work Examiners (MBSWE) – Category 1
- National Board for Certified Counselors (NBCC) – Yes

### Date, Time and Location

March 27, 2025; 1 – 4 pm; Webinar

### Instructors

- Pamela Marcus, RN, APRN/PMH-BC, Professor of Nursing, Prince George Community College; and Private Practice, Upper Marlboro, MD

### Enrollment

Deadline: March 24, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Creating a Culture of Equity

The purpose of this workshop is to establish a common understanding and language to support equity communication, knowledge sharing and collaboration among colleagues, partners and clients; and to recognize the impacts of social determinants of health and well-being on the individuals and communities they serve. Topics include: social determinants of health; racism, disparities, and disproportionalities; building equity knowledge and awareness; and the role that privilege and oppression play in shaping determinants of well-being. Participants will engage in small and large group discussions, view video presentations, and review case scenarios.

### Target Audience

This class, which meets the professional needs of social workers, was designed with all health and human services staff in mind. We encourage all members of the DHHS staff and our Community Partners to attend.

### Objectives

- Develop awareness and expand knowledge about equity among all levels of staff within the department.
- Utilize a common language to support equity communication, knowledge sharing, and collaboration among colleagues, partners and clients.
- Recognize the impacts of social determinants on well-being and equity on the individuals and community.
- Transfer this knowledge and experience to colleagues and partners.

### Continuing Education Credit – Credit Hours: 5.25

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board of Certificate Counselors (NBCC) – Yes

This workshop meets the criteria for MD BSWE 3 Category I continuing education units as defined in COMAR 10.42.06.03 A. (1) (d) and **covers anti-oppressive social work practice content** focusing on race, culture, or equity, and includes one or more of the following topics: (i) Cultural humility; (ii) Social justice; (iii) Racial equity; (iv) Implicit bias; or (v) Anti-racism practices.

### Date, Time, and Location

February 27, 2025; 9 am – 3:15 pm; Executive Office Building (EOB), Lobby Level Auditorium, 101 Monroe Street, Rockville, MD 20850

### Instructors

- Karen Gutierrez, MPA, Program Manager, Office of Community Affairs, DHHS
- Rebecca F. Smith, MS, Program Specialist, Office of Community Affairs, DHHS

### Enrollment

Deadline: February 24, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

# **DBT (Dialectical Behavioral Therapy) Overview and Applications**

## **A Client-Centered, Trauma-Informed Approach to Treating Emotionally Dysregulated Clients**

This training is designed to give attendees skills to work more effectively with clients who struggle with dysregulation and chronic suicidality. The discussion will include how trauma impacts functioning and how to respond effectively to clients who are triggered and are responding with overwhelming emotional reactivity. There will be an overview of DBT, including how to meet the evidence-based practice and how to use DBT informed practice when the full DBT is not an option.

### **Target Audience**

Social Workers, Therapists, Counselors, and other mental health/ health professionals.

### **Objectives**

- Describe the traits of Borderline Personality Disorder.
- Name the components of DBT and understand the difference between formal DBT and DBT informed practice and why both are effective and the evidence that supports the use of both.
- Understand the connection between Borderline Personality Disorder and trauma.
- Use Mindfulness; Dialectics; Validation; Wise Mind; Emotion Regulation; Distress Tolerance; and Interpersonal Effectiveness skills to help clients learn to manage their symptoms and build lives worth living.
- Use DBT informed interventions with clients with a variety of diagnoses, including substance use disorders, anxiety, and PTSD.

### **Continuing Education Credit – Credit Hours: 3.0**

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

### **Date, Time, and Location:**

May 16, 2025; 9 am – 12:15 pm; Webinar

### **Instructor**

- Sharon Fischman, LCSW-C, DBT certified. Clinical instructor at the University of Maryland School of Social Work, Therapist in Private Practice.

### **Enrollment**

Deadline: May 13, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

# **Dementia Care Seminar**

## **Required Course to Become a Certified Dementia Practitioner (CDP®)**

The purpose of this program is to provide healthcare professionals who care for clients with Alzheimer's or dementia specialized training to ensure appropriate, competent and sensitive care. This program is a must for all health care professionals who provide services to people with dementia. There is a continuing need for caregivers who are trained to provide appropriate, competent and sensitive direct care to residents who have dementia.

This National Council on Certified Dementia Practitioners (NCCDP) Seminar is provided by the National Caregivers Family Support Program. Following successful completion of this program, participants are one step closer to receiving their Certified Dementia Practitioner (CDP®) certification.

### **Target Audience**

This certification is open to all healthcare professionals, front-line staff, and clergy who work in healthcare settings. NCCDP recommends that at minimum there should be one staff member per shift who is a Certified Dementia Practitioner®.

### **Objectives**

- To deliver essential instruction on dementia and its care.
- To enhance the quality of life of dementia patients through educating care providers.
- To cultivate empathy and regard for clients affected by dementia
- To teach effective communication strategies.
- To offer sensitive methods for aiding patients in daily activities.
- Participants will acquire knowledge about dementia.
- Recognize typical triggers for hostile, sundowning, and repeated behaviors in elderly individuals.
- Explain behavioral and care strategies that can be employed to prevent, diminish, or eliminate difficult care situations.
- Describe challenges related to caregiver stress and utilize stress reduction techniques.
- Learn alternative activity interventions that are success-oriented and failure-free.
- Receive a certificate of attendance at the seminar- as a CDC professional

### **Continuing Education Credit – Credit Hours: 7.0**

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board of Certificate Counselors (NBCC) – Yes

### **Date, Time, and Location**

April 29, 2025; 9 am - 5 pm; Location TBD (will be IN-PERSON)

\*Lunch will be provided to participants.

### **Instructor**

- Ruth Kershner, LCSW-C, CDP, CADDCT, Program Manager, National Family Caregiver Support Program, Aging and Disability Services, Area Agency on Aging, Department of Health and Human Services

### **Enrollment**

Deadline: April 26, 2025 **\*Space is limited – Register Now!**

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Ethical Considerations for Trauma-Responsive Social Work Practice

As Social Workers, we carry many individuals and families through the traumas of life. It is through this provision of care and support that we simultaneously collect the stories of countless people and communities that we serve. This component of trauma-responsive practice creates a unique burden resultant from deep empathy – magnified by our professional and ethical orientation to social justice. Social Work supervisors remain in the unique position of having to simultaneously lead, mentor, and effectively navigate and make sense of the sometimes-traumatic nature of social work practice. This presentation seeks to illustrate the impact of trauma both on supervisors and supervisees; to highlight the supervisory components inherent within self-reflection and supporting practice; and to provide insights and reflections on self-stewardship and trauma-responsive practice within the context of social work leadership.

This training session will include didactic learning components, self-reflective exercises, group discussions, and the use of case examples.

### Target Audience

Social Workers, Therapists, Counselors, and other mental health/ health professionals.

### Objectives

- Examine the ethical context of trauma and social work across a myriad of levels of practice.
- Distinguish between Trauma-Informed and Trauma-Responsive Social Work Practice.
- Reflect on the paradoxes embedded in supervision and trauma-responsive practice.
- Identify strategies and opportunities to integrate a trauma-responsive framework within the context of leadership and supervision.

**Continuing Education Credit** – Credit Hours: 3.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

\*This class meets the **ETHICS requirement** set by the Maryland Board of Social Work Examiners.

### Date, Time and Location

April 10, 2025; 1 – 4:15 pm; Webinar

### Instructor

- Lee Westgate, MBA, MSW, LCSW-C, LCSW, Clinical Instructor at University of Maryland, School of Social Work, and Independent Consultant

### Enrollment

Deadline: April 7, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)



## Ethics of Self-Care

Chapter 3 of the Maryland Board of Social Worker Examiners Code of Ethics provides guidelines on how social workers should respond when faced with challenges such as low morale, burnout, and secondary trauma. Moreover, the NASW Code of Ethics was recently revised to include specific language regarding self-care. The lack of a self-care regimen can drastically impact the quality of service delivery. This training will highlight ethical considerations regarding self-care and share strategies that social workers and counselors can observe that will facilitate fitness for duty and a healthy work-life balance.

### Target Audience

Social Workers, Therapists, Counselors, and other mental health/ health professionals.

### Objectives

- Define and explain the nexus between self-care and ethics.
- Define and explain portions of the National Association of Social Workers and the Maryland Board of Social Work Examiners Code of Ethics (.04-C, .06-B) that relate to impairment and self-care.
- Provide examples of at least four strategies useful for maintaining fitness for duty and avoiding burnout and impairment.

### Continuing Education Credit – Credit Hours: 3.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

\*This class meets the **ETHICS requirement** set by the Maryland Board of Social Work Examiners.

### Date, Time, and Location:

March 28, 2025; 9 am – noon; Webinar

### Instructor

- Corey Beauford, MSW, LICSW, Founder & President, Inspired Consulting Group

### Enrollment

Deadline: March 25, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## eICM Basics

DHHS utilizes an Enterprise Integrated Case Management (eICM) System. The system allows team members across the Service Areas to manage client cases throughout each phase of the case. DHHS also uses a Process and Technology Modernization (PTM) plan. The purpose of the PTM plan is to improve the DHHS Integrated Service Management (ISM) model by lowering costs, reforming work processes, and improving information sharing. eICM is a part of the PTM system. The eICM is based on several phases that support a client's case. The system increases DHHS workers' ability to provide quality services and better access to centralized client data.

### Target Audience

New hires, front desk personnel, and case managers in DHHS

### Objectives

- Access and navigate eICM.
- Set user preferences.
- Search, create, and manage contact records.
- Create service requests to document client interactions.
- Create and manage referrals.
- Utilize the calendar for scheduling and managing client activities.

### Continuing Education Credit – **None**

### Date, Time, and Location

Select one of the following dates:

Date	Time	Location
March 12, 2025	1:30 – 3 pm	Webinar
April 9, 2025		
May 7, 2025		

### Instructor

- Gizelle Merced, IT Training Manager, Montgomery County DHHS

### Enrollment

Deadline: Three days before class start date.

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## eICM Case Management

DHHS utilizes an Enterprise Integrated Case Management (eICM) System. The system allows team members across the Service Areas to manage client cases throughout each phase of the case. DHHS also uses a Process and Technology Modernization (PTM) plan. The purpose of the PTM plan is to improve the DHHS Integrated Service Management (ISM) model by lowering costs, reforming work processes, and improving information sharing. eICM is a part of the PTM system. The eICM is based on several phases that support a client's case. The system increases DHHS workers' ability to provide quality services and better access to centralized client data.

### Target Audience

Case managers in DHHS

### Objectives

- Navigate the cases screen.
- Access assigned cases.
- Create complete, activate, and manage cases.
- Generate BIP reports (letters) and predefined queries (PDQs).

### Continuing Education Credit – **None**

### Date, Time, and Location

Select one of the following dates:

Date	Time	Location
March 13, 2025	1:30 – 3 pm	Webinar
April 10, 2025		
May 8, 2025		

### Instructor

- Gizelle Merced, IT Training Manager, Montgomery County DHHS

### Enrollment

Deadline: Three days before class start date.

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

# Financial Interdependence

## Intervention Strategies for Social Service Providers to Support Clients in Diverse and Culturally Rooted Financial Practice Contexts

Financial practices grounded in mutual support and collective wellbeing are widely practiced across cultures yet often overlooked or misunderstood within social services delivery. This training prepares social workers to recognize, assess, and effectively navigate clients' networks of financial interdependence: the sharing of money and resources as an expression of mutuality and how financial decisions are made in consideration of the individual's relationships. The issues to be addressed include how financial interdependence affects program eligibility and service delivery; balancing beneficial versus problematic patterns of financial sharing; power dynamics within financial relationships; cultural variations in financial support practices; and implications for client wellbeing and stability. Topics covered include: theoretical frameworks for understanding financial interdependence, personal and professional socialization around money and relationships, cultural expressions of financial support and resource sharing, common scenarios in county services involving shared resources, power dynamics and vulnerability in financial relationships, strategies for understanding clients' financial networks, documentation and eligibility considerations, digital and emerging trends in financial sharing practices, cultural competency in financial service delivery.

### Target Audience

Social Workers, Therapists, Counselors, and other mental health/ health professionals.

### Objectives

- Awareness: Examine how personal experiences and socialization shape perspectives on financial interdependence.
- Knowledge: Analyze how structural factors, cultural norms, and life course transitions influence patterns of financial interdependence.
- Skills: Apply culturally responsive strategies to navigate financial interdependence in social service delivery.

### Continuing Education Credit – Credit Hours: 3.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

This workshop meets the criteria for MD BSWE 3 Category I continuing education units as defined in COMAR 10.42.06.03 A. (1) (d) and **covers anti-oppressive social work practice content** focusing on race, culture, or equity, and includes one or more of the following topics: (i) Cultural humility; (ii) Social justice; (iii) Racial equity; (iv) Implicit bias; or (v) Anti-racism practices.

### Date, Time, and Location:

May 21, 2025; 1 – 4:15 pm; Webinar

### Instructor

- Dr. Jeffrey Anvari-Clark, PhD, MA, LMSW, Assistant Professor, University of North Dakota Department of Social Work

### Enrollment

Deadline: May 18, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Four Pillars of Wellness: Nourish Your Body

Feeling overwhelmed or on the verge of burnout? Join us for an enlightening workshop where we'll explore practical strategies to recognize signs of chronic stress and burnout in yourself and others. Discover how to kickstart your journey to healing and embrace the pillars of wellness: Eating Well! Discover how nourishing your body with the right foods can boost energy, stabilize mood, and reduce stress. Learn simple strategies for meal planning, incorporating stress-reducing nutrients, and practicing mindful eating. Small adjustments to your diet can have a big impact on your mental clarity and overall well-being. Reserve your spot today and take the first step toward a healthier, more balanced life!

### Target Audience

All members of the DHHS staff are encouraged to attend.

### Continuing Education Credit – **None**

### Date, Time, Location

March 17, 2025; 1 – 2 p.m.; Webinar

### Instructor

- Dr. Kisha N. Davis, MD, MPH, FAAFP, Health Officer, Montgomery County Health and Human Services

### Enrollment

Deadline: March 14, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Four Pillars of Wellness: Time for Movement

Feeling overwhelmed or on the verge of burnout? Join us for an enlightening workshop where we'll explore practical strategies to recognize signs of chronic stress and burnout in yourself and others. Discover how to kickstart your journey to healing and embrace the pillars of wellness: Move More! Movement is a powerful tool for combating stress. Explore easy ways to integrate physical activity into your daily routine, from quick stretches to outdoor walks, and learn how movement supports mental health by releasing endorphins and calming your mind. Whether it's a short yoga flow or a daily walk, find sustainable ways to move more and feel better. Reserve your spot today and take the first step toward a healthier, more balanced life!

### Target Audience

All members of the DHHS staff are encouraged to attend.

### Continuing Education Credit – **None**

### Date, Time, Location

June 9, 2025; 1 – 2 p.m.; MS Teams Webinar

### Instructor

- Dr. Kisha N. Davis, MD, MPH, FAAFP, Health Officer, Montgomery County Health and Human Services

### Enrollment

Deadline: June 6, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)



## Implicit Bias: A Journey Inward

The core of this training is to understand what implicit bias is and raise awareness of its effects and impacts in our communities including the workplace. The class will also introduce strategies to reduce implicit bias. The class content will begin with training goals and objectives, introductions, five key glossary terms, and useful concepts to help navigate the session. The next section will focus on examining what implicit bias is, unconscious bias behaviors, and how bias is manifested. The instructor will discuss the effects and impacts of implicit bias. Finally, participants will learn strategies to reduce implicit bias, followed by a wrap-up with takeaway homework and a review of what participants have learned.

### Target Audience

This class, which meets the professional needs of Social Workers, was designed with all Health and Human Services staff in mind. All members of the DHHS staff are encouraged to attend.

### Objectives

- Understand what implicit bias is and how it impacts our decision-making process.
- Gain an awareness of our own personal biases.
- Recognize barriers and limitations resulting from implicit biases.
- Apply approaches to mitigate implicit biases.
- Improve one's own channels of communications with others.

### Continuing Education Credit – Credit hours: 3.5

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board of Certificate Counselors (NBCC) – Yes

The American Nurses Credentialing Center's Commission on Accreditation (ANCC) - Yes

This workshop meets the criteria for MD BSWE 3.5 Category I continuing education units as defined in COMAR 10.42.06.03 A. (1) (d) and **covers anti-oppressive social work practice content** focusing on race, culture, or equity, and includes one or more of the following topics: (i) Cultural humility; (ii) Social justice; (iii) Racial equity; (iv) Implicit bias; or (v) Anti-racism practices.

### Date, Time, and Location

**Please select one of the following dates:**

April 3, 2025; 9 am – 12:30 pm; 1401 Rockville Pike, Lobby Room 1003 - 1006, Rockville, MD

**OR**

June 5, 2025; 9 am – 12:30 pm; 1401 Rockville Pike, Lobby Room 1003 - 1006, Rockville, MD

### Instructors

- DHHS Equity Training Team
- Karen X. Gutierrez, MPA, Program Manager, Office of Community Affairs, DHHS
- Rebecca F. Smith, MS, Program Specialist, Office of Community Affairs, DHHS

### Enrollment

Deadline: Three days before class start date.

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

# Leading by Example

## Navigating the Internal Work of Being a Social Work Supervisor

Social Work is a decidedly complex field that is all at once populated by mission-driven professionals that derive insurmountable energy and passion from front line work. The path to this work is deeply personal and is often described as an inexplicable calling and compulsion to serve with compassion and humility. While there may be an intrinsic culture and tradition to proverbial trench work, the ambiguous elements of our discipline can obscure our invaluable skill sets - particularly skill sets that are transferable to leadership. Furthermore, professional migration into leadership roles is profoundly difficult. This is in part due to the perceived divergence from direct client/ community contact to administrative roles that may feel at odds with client centrality. Navigating the path of leadership is marked by an endless array of internal work around key issues such as exercising power and authority; building new teams; and prioritization of client needs. These are often the unseen and yet pronounced tensions that create strife and struggles for Social Work leaders and their teams. This training will address the unseen challenges, tactics for the internal work, and will offer recommendations for how we can collectively grow and nurture our Social Work leaders as they attempt to navigate the ever-changing landscape of service.

### Target Audience

Supervisors: Social Workers, Therapists, Counselors, and other mental health/ health professionals.

### Objectives

- Understand the context of social work leadership coupled with the complexities of today's work.
- Review the essential tasks of social work supervisors.
- Conceptualize and effectively respond to the common pitfalls and crucible moments of emerging leaders.
- Build supervisory and leadership skills to remain grounded in practice, to nurture teams, and to prioritize the care of those who depend on us.

**Continuing Education Credit** – Credit Hours: 3.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

\*This class meets the **SUPERVISION requirement** set by the Maryland Board of Social Work Examiners.

### Date, Time and Location

June 4, 2025; 9 am – 12:15 pm; Webinar

### Instructor

- Lee Westgate, MBA, MSW, LCSW-C, LCSW, Clinical Instructor at University of Maryland, School of Social Work, and Independent Consultant

### Enrollment

Deadline: June 1, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

# **Mass Care Team On-Boarding Session**

## **Mandatory Training for Shelter Response Team Members**

This course is for those staff who have completed the mandatory 4-hour Shelter Response Fundamentals Course. Topics to discuss include 1) Expectations while serving on the Mass Care Team, 2) The different roles and opportunities that exist while serving on the Mass Care Team and 3) Each Team Member's Specific Geographic Response Area.

### **Target Audience**

DHHS Staff who have completed the Shelter Response Fundamentals Course and are required to assist with sheltering.

### **Objectives**

- Understand expectations while serving on the Mass Care Team.
- Explaining different roles and opportunities that exist while serving on the Mass Care Team.
- Identifying each Team Member's Specific Geographic Response Area.

### **Continuing Education Credit – None**

### **Date, Time, and Location:**

**Please select one of the following dates:**

March 4, 2025; 1 – 2 pm; Webinar- [Join the meeting now](#)

**OR**

May 6, 2025; 1 – 2 pm; Webinar - [Join the meeting now](#)

### **Instructors**

- Christopher Burt, Christopher S. Burt, MS, MBA, MPH, Senior Emergency Manager- Mass Care Operations, Office of the Chief Operating Officer, Department of Health and Human Services
- Patrick Campbell, MA, Deputy Chief Operating Officer, Office of Chief Operating Officer, Department of Health and Human Services

### **Enrollment**

Deadline: Three days before class start date.

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Maximizing the Supervisory Relationship

Social work supervisors are responsible for ensuring that the administrative aspects of agencies are observed, addressing ethical dilemmas on an almost daily basis, and contributing to the professional development of supervisees. Moreover, providing supervisees with information about what to expect from the supervisory relationship is paramount with regard to establishing trust and an experience that will add to their professional growth. Needless to say, attending to these can be an arduous task. This training will focus on ways in which social work supervisors can effectively provide clinical supervision to interns and staff while promoting ethical clinical practice and adherence to agency policies and regulations.

### Target Audience

Supervisors: Social Workers, Therapists, Counselors, and other mental health/ health professionals.

### Objectives

- Understand and apply various theoretical approaches to supervision.
- Employ best practices approaches to the resolution of ethical dilemmas with supervisees.
- Implement strategies in clinical supervision sessions that will contribute to the professional growth and development of staff.

### Continuing Education Credit – Credit Hours: 3.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

\*This class meets the **SUPERVISION requirement** set by the Maryland Board of Social Work Examiners.

\*This class meets the **ETHICS requirement** set by the Maryland Board of Social Work Examiners.

### Date, Time, and Location:

May 9, 2025; 9 am - noon; Webinar

### Instructor

- Corey Beauford, MSW, LICSW, Founder & President, Inspired Consulting Group

### Enrollment

Deadline: May 6, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## NARCAN Training

Naloxone is the medication for saving lives by reversing the effects of an opioid overdose. You can learn techniques to save the life of a loved one, friend, co-worker, neighbor—anyone—who is experiencing an overdose caused by opioids. In this training, participants will learn what an opioid is, the signs and symptoms of an overdose and the steps to respond to the overdose. We will also explore fentanyl test strips and other harm-reduction practices.

**Please note:** Information on Spray Kit distribution will be discussed with you at the webinar.

### Target Audience

All DHHS staff

### Objectives

- Understand administration of naloxone products, including “Good Samaritan” protection law.
- Recognize the signs of an opioid overdose and identify its causes and risks.
- Describe what NOT to do during an opioid overdose.
- Know the steps to follow when encountering an opioid overdose.

### Continuing Education Credit – Credit Hours: 1.5

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

### Date, Time, and Location

**Please select one of the following dates:**

April 2, 2025; 10 – 11:30 am; Webinar

**OR**

May 13, 2025; 11 am – 12:30 pm; Webinar

### Instructor

- Lissa Ransom, Overdose Prevention Team Coordinator, Local Behavioral Health Authority, Behavioral Health and Crisis Services, DHHS

### Enrollment

Deadline: Three days before class start date.

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## NextGen Behavioral Health: How to Document a Visit

The purpose of this training is to demonstrate how to document a visit for BH.

### Target Audience

All DHHS staff

### Objectives

- Participants will be able to document various types of visits using the Behavioral Health templates.

### Continuing Education Credit – **None**

### Date, Time, and Location

Please select one of the following dates:

Date	Time	Location
March 6, 2025	1 – 2:30 pm	Webinar
April 3, 2025	1:30 – 3 pm	Webinar
May 1, 2025	1:30 – 3 pm	Webinar

### Instructor

- Gizelle Merced, IT Training Manager, DHHS

### Enrollment

Deadline: Three days before class start date

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## NextGen: How to Document Errors and Create Addendums

The purpose of this training is to demonstrate how to correct errors in EHR using addendums.

### Target Audience

All DHHS staff

### Objectives

- Create addendums for locked and unlocked encounters.
- Correct general errors using remarks.

### Continuing Education Credit – **None**

### Date, Time, and Location

Please select one of the following dates:

Date	Time	Location
February 25, 2025	1:30 – 2 pm	Webinar
April 17, 2025		

### Instructor

- Gizelle Merced, IT Training Manager, DHHS

### Enrollment

Deadline: Three days before class start date.

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## NextGen: Practice Management for New Hires/ Refresher

The purpose of the Department of Health and Human Services (DHHS), NextGen Enterprise Practice Management (PM) system training is to introduce PM and its various functions. Using real-life scenarios, the training will provide a hands-on learning experience that is aligned with the most common DHHS PM workflows.

### Target Audience

All DHHS staff

### Objectives

- Access and log into PM.
- Navigate throughout PM.
- Set user preferences.
- Create and access clients records and charts.
- Schedule and manage appointments.
- Check clients in and out of appointments.
- Scan documents into NextGen DM.

### Continuing Education Credit – **None**

### Date, Time, and Location

Please select one of the following dates:

Date	Time	Location
March 4, 2025	1 – 2:30 pm	Webinar
April 1, 2025		
April 29, 2025		

### Instructor

- Gizelle Merced, IT Training Manager, DHHS

### Enrollment

Deadline: Three days before class start date

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)



## NextGen Public Health: How to Document a Visit

The purpose of this training is to demonstrate how to document a visit for PH.

### Target Audience

All DHHS staff

### Objectives

- Participants will be able to document various types of visits using the Public Health templates.

### Continuing Education Credit – **None**

### Date, Time, and Location

Please select one of the following dates:

Date	Time	Location
March 20, 2025	1 – 2:30 pm	Webinar
May 15, 2025		

### Instructor

- Gizelle Merced, IT Training Manager, DHHS

### Enrollment

Deadline: Three days before class start date

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Office 365 Microsoft Excel – The Basics

The purpose of this training session is to demonstrate the basic tools when using Microsoft Excel.

### Target Audience

All DHHS staff

### Objectives

- Participants will learn how to use basic functions of Excel.

### Continuing Education Credit – **None**

### Date, Time, and Location

**Please select one of the following dates:**

February 26, 2025; 1:30 – 3 pm; Webinar

**OR**

April 23, 2025; 1:30 – 3 pm; Webinar

### Instructor

- Gizelle Merced, IT Training Manager, DHHS

### Enrollment

Deadline: Three days before class start date

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Office 365 Microsoft Excel – Beyond Basics

The purpose of this training session is to demonstrate tools beyond the basics when using Microsoft Excel.

### Target Audience

All DHHS staff

### Objectives

- Participants will learn how to use formulas, charts, tables, and more.

### Continuing Education Credit – **None**

### Date, Time, and Location

**Please select one of the following dates:**

March 26, 2025; 1:30 – 3 pm; Webinar

**OR**

May 21, 2025; 1:30 – 3 pm; Webinar

### Instructor

- Gizelle Merced, IT Training Manager, DHHS

### Enrollment

Deadline: Three days before class start date.

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Office 365 OneDrive – How to Manage Files

The purpose of this training session is to demonstrate how OneDrive, a Microsoft cloud storage service, can be used to store, access, and share files remotely.

### Target Audience

All DHHS staff

### Objectives

- Access and navigate OneDrive.
- Upload and download files.
- Create and work with folders.
- Share files and configure access rights.
- Create and edit Word, PowerPoint, and Excel files online.
- Understand versioning for team collaboration.

### Continuing Education Credit – **None**

### Date, Time, and Location

Please select one of the following dates:

March 12, 2025; 1:30 – 2:30 pm; Webinar

**OR**

May 8, 2025; 10 – 11 am; Webinar

### Instructor

- Gizelle Merced, IT Training Manager, DHHS

### Enrollment

Deadline: Three days before class start date.

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Office 365 Open Lab

The purpose of this offering is to provide one on one assistance to participants, providing support for challenges experienced with the Office 365 web application. All participants will be assisted on a first-come, first-served basis.

### Target Audience

All DHHS staff

### Objectives

- At the end of the Open Lab, participants will have worked with the instructor to address any challenges they faced with Office 365 applications and effectively be equipped to implement solutions provided in class.

### Continuing Education Credit – **None**

### Date, Time, and Location

Please select one of the following dates:

Date	Time	Location
March 19, 2025	1:30 – 2:30 pm	Webinar
April 16, 2025		
May 14, 2025		

### Instructor

- Gizelle Merced, IT Training Manager, DHHS

### Enrollment

Deadline: Three days before class start date

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Office 365 Outlook – Tools to Organize Your Inbox

The purpose of this training session is to demonstrate how to manage and organize messages and use group tools for collaboration. During this hands-on training session, participants will learn the tools necessary to improve efficiencies while using Outlook.

### Target Audience

All DHHS staff

### Objectives

- Manage email using categories, the move, archiving and sweep tools.
- Create folders, rules, and policies to filter incoming mail.
- Create group accounts to manage group calendar events, files, and emails.

### Continuing Education Credit – **None**

### Date, Time, and Location

April 10, 2025; 10 – 11 am; Webinar

### Instructor

- Gizelle Merced, IT Training Manager, DHHS

### Enrollment

Deadline: April 7, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)  
Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Perinatal Mood and Anxiety Disorders

The purpose of this training is to educate mental health providers about Perinatal Mood and Anxiety Disorders (PMADs), the most common complication of pregnancy. While PMADs have received increased attention in recent years, it is still crucial that all mental health providers understand the unique concerns of individuals during the perinatal period and are prepared to address those concerns and refer to the appropriate level of care. This training will provide an overview of the most common PMADs, risk and protective factors, screening, practical tips for working with individuals during this period, and a road map to wellness and different levels of care.

### Target Audience

Social Workers, Therapists, Counselors, and other mental health/ health professionals.

### Objectives

- Define Perinatal Mood and Anxiety Disorders (PMADs)
- Identify Risk & Protective Factors for PMADs
- Screen and Assess clients for PMADs
- Refer to evidence-based treatment options

### Continuing Education Credit – Credit Hours: 3.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

### Date, Time, and Location:

March 24, 2025; 1 – 4 pm; Webinar

### Instructor

- Ariste Sallas-Brookwell, LCSW-C, Social Worker and Consultant

### Enrollment

Deadline: March 21, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

# Privacy and Confidentiality in DHHS

## Your Role in Making Sure the Department Meets Its Privacy Obligations

This training will be an overview of the privacy obligations that bind the Department of Health and Human Services (DHHS). The training focuses on the Data Lifecycle, HIPAA, and telework, and will go over the different laws and regulations that apply to the Department highlighting specific recurring issues.

### Target Audience

This class, which meets the professional needs of Social Workers, was designed with all Health and Human Services staff in mind. All members of the DHHS staff are encouraged to attend.

### Objectives

- Identify the steps of the Data Lifecycle.
- Understand how the Data Lifecycle helps individuals meet the Department's privacy obligations.
- Frame questions/answers about privacy requirements in the context of the Data Lifecycle.
- Articulate a basic understanding of the confidentiality laws and regulations that apply to the Department, including HIPAA and telework.

**Continuing Education Credit** – Credit Hours: 1.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

### Date, Time, and Location

Please select one of the following dates:

March 17, 2025; 11 am – noon; Webinar

**OR**

April 9, 2025; 11 am – noon; Webinar

### Instructor

- Danny Muchoki, JD, CIPP/G, Privacy Officer, DHHS

### Enrollment

Deadline: Three days before the class start date.

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)



## Providing Harm Reduction & Low-Barrier Services to Those Marginalized

The purpose of this training is to provide an overview of Harm Reduction (HR) and how its key principles are used to provide the delivery of low-barrier services to those marginalized. This training will address the issue of how to provide low-barrier services while not compromising high-performance outcomes and utilizing the best practice of Harm Reduction.

Topics covered in this training include:

- (a) HR definitions, history, & principles
- (b) HR myths
- (c) What it means to be low barrier
- (d) Applying HR in varying settings
- (e) Empathy fatigue & self-care

### Target Audience

Social workers, therapists, counselors, and other mental health professionals

### Objectives

- Define Harm Reduction.
- Have an increased knowledge of how Harm Reduction can be applied to service settings.
- Have an increased understanding of what “low-barrier services” means.
- Apply Harm Reduction principles to various settings through a low-barrier-service-delivery lens.

### Continuing Education Credit – Credit Hours: 3.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

### Date, Time, and Location:

April 30, 2025; 9 am – noon; Webinar

### Instructor

- Kacy L. Barker, PhD, Homeless Services Management Analyst, Housing Assistance Bureau, Arlington Department of Health and Human Services, Arlington, VA

### Enrollment

Deadline: April 27, 2025

MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)

Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Random Moment Time Study (RMTS) - Title XIX: New or Untrained Staff

The Montgomery County Department of Health and Human Services (HHS) participates in the Federal Financial Participation (FFP) program. The FFP program utilizes time studies to account for the administrative activities of HHS employees, and files claims for federal reimbursement.

HHS has identified certain programs within the department that meet the eligibility criteria to be in the (FFP) program, which is used to capture all the functions and activities that time study participants perform during an average workday.

There are 4-time study programs within HHS: Title XIX, SSTS, OESS (FIA/IM), MDoA.

Eligibility to participate in the time studies is based on 4 criteria:

- Fund Code (which is determined by budget)
- Cost Center (which is determined by budget)
- Position Title
- Perform the duties of their job classification as outlined in the Cost Allocation Program/Narrative (CAP)

*Please note: Once an employee is identified to be eligible, participation in the time study is Mandatory.*

### Continuing Education Credit – **None**

#### Date, Time, and Location:

Please select one of the following dates:

Date	Time	Location
March 11, 2025	9 – 10:30 am	Webinar
April 8, 2025		
May 13, 2025		
June 10, 2025		
July 8, 2025		
August 12, 2025		

#### Instructor

- Sonni Williams, MS, MHRD/OD, RMTS Program Manager, FFP Unit/ Fiscal Team/ OCOO, Montgomery County DHHS

#### Enrollment

Deadline: Three days before class start date

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Recognizing and Resolving Political Countertransference

More clients are coming to therapy now than in the past and broaching discussions about politics. Some may just want to ventilate their frustrations related to legislation that has a direct impact on their life. Others may agree that the clinician agrees with their views depending on the political majority in the area in which the clinician is working and living. These politically charged conversations may trigger the clinician's biases and challenge the therapist's ability to remain in a non-judgmental, client-centered, and neutral space. This interactive training will define political transference and share strategies that will allow social workers to objectively remain focused on assisting clients with resolving stressors while avoiding the temptation to correct or impose their own beliefs on the client they are serving.

### Target Audience

Social Workers, Therapists, Counselors, and other mental health/ health professionals.

### Objectives

- Be able to define the term *political countertransference*.
- Articulate ethical and legal considerations related to navigating discussions that focus on the client's political beliefs and stressors stemming from those beliefs.
- Be able to implement strategies useful for remaining objective and keeping political bias at bay within the therapeutic relationship.

### Continuing Education Credit – Credit Hours: 3.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

### Date, Time, and Location:

March 7, 2025; 9 am – noon; Webinar

### Instructor

- Corey Beauford, MSW, LICSW, Founder & President, Inspired Consulting Group

### Enrollment

Deadline: March 4, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

# Serving Military-Connected Youth

## Developing Cultural Competence and Supporting Access to Services and Resources

This training is focused on increasing understanding of the unique culture and lifestyle associated with being a military youth and family member. In addition to fostering awareness of military-connected factors that can impact youth and families, participants will learn what types of supports, services, and interventions are available to military-connected youth and families. Participants will develop an enhanced appreciation for the ways they can contribute to enhanced psychosocial, behavioral, and developmental outcomes for military youth and families.

### Target Audience

Social Workers, Therapists, Counselors, & other health/mental health professionals.

### Objectives

- Define core military-connected terms and how they contribute to military lifestyle and culture.
- Identify the impact of military-connected experiences on military youth and families.
- Use information on military context to enhance intervention with military youth and make appropriate referrals to services and resources.

### Continuing Education Credit – Credit Hours: 3.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

This workshop meets the criteria for MD BSWE 3 Category I continuing education units as defined in COMAR 10.42.06.03 A. (1) (d) and **covers anti-oppressive social work practice content** focusing on race, culture, or equity, and includes one or more of the following topics: (i) Cultural humility; (ii) Social justice; (iii) Racial equity; (iv) Implicit bias; or (v) Anti-racism practices.

### Date, Time, and Location:

March 21, 2025; 1 – 4:15 pm; Webinar

### Instructor

- Andrea M. Israel, PhD, Independent Contractor with Kennedy Krieger Institute

### Enrollment

Deadline: March 19, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

# Shelter Response Fundamentals

## Introduction or Refresher for Shelter Response Team Members

This course is designed for staff required to assist with sheltering, and for those new to the Shelter Response Team. It will cover the fundamentals of opening, organizing, operating, and closing a shelter. We will also review the key partnerships and collaboration between Montgomery County's DHHS, the American Red Cross, Montgomery County Recreation, and Montgomery County Public Schools. This course will cover topics of setting up and efficiently running a shelter in a time of community need or disaster.

### Target Audience

Social workers, DHHS staff and others required to assist with sheltering

### Objectives

- Describe tasks of a shelter worker from opening to closing phases and recall the tasks on shelter checklist.
- Describe how to complete the appropriate registration forms and make referrals for services as needed.
- Explain how to set up a welcoming reception and registration area.
- Identify internal and external locations for posting signs that clearly communicate shelter information.
- Explain how to set up food distribution areas and monitor consumption by residents.
- Explain how to set up and monitor a dormitory environment that ensures resident safety and comfort.
- Describe the importance of information sharing in a shelter and identify communication strategies.

### Continuing Education Credit – Credit Hours: 4.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

### Date, Time, and Location:

Please select one of the following dates:

April 1, 2025; 1 – 5 pm; Webinar- [Join the meeting now](#)

**OR**

June 3, 2025; 1 – 5 pm; Webinar - [Join the meeting now](#)

### Instructors

- Christopher Burt, Christopher S. Burt, MS, MBA, MPH, Senior Emergency Manager- Mass Care Operations, Office of the Chief Operating Officer, Department of Health and Human Services
- Patrick Campbell, MA, Deputy Chief Operating Officer, Office of Chief Operating Officer, Department of Health and Human Services

### Enrollment

Deadline: Three days before class start date.

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Situational Awareness

This interactive session allows participants to sharpen their intuitive senses while gaining a comprehensive understanding of the dangers that exist within our work environment. Any HHS staff member who works with the public or in the community should take this training.

Topics covered include Personal Awareness and Workplace Violence.

### Target Audience

Health and Human Services Staff.

### Objectives

- Identify Individual Learning Skills
- Learn Self-Management
- Employ Personal Accountability
- Utilize Critical Thinking
- Safety Planning and Assessment

**Continuing Education Credit** – Credit Hours: 6

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

**\*You MUST attend both days to receive credit\***

### Date, Time and Location:

Two days, 9 am – noon; Dates and Location TBD

### Instructor

- Rosa Uddeme, Employee Training Specialist, Baltimore County Department of Social Services, Office of Learning

### Enrollment

Deadline: TBD

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Substance Use Disorder (SUD) and Barriers to Self-Diagnosis

In this session, participants will explore Barriers to Self-Diagnosis including:

- Learn the definition of Substance Use Disorder (SUD).
- Learn the perceptions of the *Disease* of SUD.
- Learn about different Defense Mechanisms associated with SUD.
- Learn the masks of denial by the client and others.
- Learn different tools to address these barriers.

### Target Audience

Those who work with others with substance abuse issues.

### Objectives

- Identify the criteria of SUD.
- Understand how perceptions of the Disease of SUD contribute to the continuation of SUD.
- Understand the Defense Mechanism most associated with SUD and tools to address them.
- Learn how others contribute to denial and mask the SUD.

**Continuing Education Credit** – Credit Hours: 3.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

### Date, Time, and Location:

March 12, 2025; 9 am – noon; Webinar

### Instructor

- Lisa Annulis, LCSW-C, SAP, SAE, Practice Guardian, LLC

### Enrollment

Deadline: March 9, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

# Trauma-Informed Care

## Insights and Strategies for Supporting Adults with Developmental Disabilities

This course equips professionals working with older adults and individuals with disabilities to adopt a trauma-informed approach grounded in the understanding of complex trauma and neuroscience. Participants will learn strategies to provide compassionate, evidence-based care that fosters safety, trust, and empowerment while addressing the unique challenges faced by these populations. This program provides actionable insights and practical strategies to create supportive environments where aging adults and individuals with disabilities can thrive despite the challenges of trauma.

Issues to be addressed include prevalence of trauma, complex trauma, barriers to care and special considerations (e.g., exploring the intersection of trauma with disability or aging).

Topics to be covered:

- Principles of Trauma-Informed Care
- Impact of trauma on the brain and nervous system
- How unresolved trauma manifests
- The role of protective factors
- Unique trauma experiences of individuals with disabilities
- Strategies to create trauma-aware environments
- Recognizing and responding to signs of trauma
- Using co-regulation and grounding techniques
- Building trust and safety

### Target Audience

Social Workers, Therapists, Counselors, & other health/mental health professionals, especially those working with the adult population.

### Objectives

- Define trauma-informed care and identify its core principles.
- Explain the effects of trauma on the brain and nervous system, particularly in the context of aging and disabilities.
- Recognize signs of trauma and develop strategies to respond compassionately.
- Identify barriers to care and implement methods to foster trust and collaboration.
- Integrate co-regulation and other trauma-sensitive tools into their daily work.

**Continuing Education Credit** – Credit Hours: 3.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board of Certificate Counselors (NBCC) – Yes

### Date, Time and Location

April 25, 2025; 9 am – noon; Webinar

### Instructor

- Chernavia Miller-Hollingsworth, LCPC, NCC, Chief Executive Officer and Clinician, Integrative Healing Journeys, LLC

### Enrollment

Deadline: April 22, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)



# Treating Traumatic Stress Disorders in Children with Developmental Disabilities

## How to Adapt Treatment and Advocate for Trauma-Informed Supports

Research suggests that children with developmental disabilities (DD), including autism spectrum disorder and intellectual disabilities, are more likely than their typically developing peers to be assaulted or maltreated (Sullivan, 2009; Turner et al., 2011). Identification can be difficult, as children with developmental or intellectual delays may have trouble reporting traumatic events and their effects. Caregivers and treatment providers struggle to discriminate between DD-related behavior and trauma-related symptoms (Mazefsky, Kao & Oswald, 2011). Provision of trauma-informed care requires an understanding of the prevalence of trauma and its effects on children. This half-day workshop has a three-pronged focus: reviewing the literature on trauma in children with DD, discussing the dual diagnosis of trauma and DD, and giving practical strategies for applying a trauma-informed treatment approach to children with DD.

### Target Audience

Social Workers, Therapists, Counselors, & other health/mental health professionals, especially those who work with children.

### Objectives

- Participants will be able to identify at least three trauma symptoms that may appear differently in children with DD.
- Participants will be able to discuss resiliency factors in children with DD facing trauma.
- Participants will be able to assess trauma informed intervention recommendations for children with DD.

### Continuing Education Credit – Credit Hours: 4.0

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board of Certificate Counselors (NBCC) – Yes

### Date, Time and Location

February 26, 2025; 9 am – 1:15 pm; Webinar

### Instructor

- Angela Celano, LCSW-C, Kennedy Krieger Institute Center for Child and Family Traumatic Stress

### Enrollment

Deadline: February 23, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

# **We Are Here Too: Supervising and Supporting LGBTQIA+ Social Workers**

Seeking an advanced license to independently practice is a critical milestone for clinical social workers. However, many LGBTQIA+ social workers—especially trans and gender-expansive social workers—must face and overcome unique and significant obstacles on their respective professional journeys. Added to this, while there is an ever-growing need to expand and protect access to essential care for LGBTQIA+ client populations, the shortage of providers prepared to support this growing clientele base is further exacerbated by the absence of LGBTQIA+ affirming clinical supervisors. This educational session will provide an overview of the structure of clinical supervision and identify opportunities to reform and modernize how the social work profession can train, mentor, grow, and support LGBTQIA+ social workers as essential members of our profession.

## **Target Audience**

Social Workers, Therapists, Counselors, and other mental health/ health professionals.

## **Objectives**

- Understand the critical role that supervisors play in the preparation and support of LGBTQIA+ Social workers.
- Develop an awareness of the professional challenges and obstacles that LGBTQIA+ social workers face in their path to practice.
- Identify structurally embedded discriminatory elements within the social work profession that pose harm to LGBTQIA+ social workers.
- Identify strategies and opportunities to reform supervisory practices to support the growth and development of LGBTQIA+ social workers.

## **Continuing Education Credit – Credit Hours: 3.0**

Maryland Board of Social Work Examiners (MBSWE) – Category 1

National Board for Certified Counselors (NBCC) – Yes

\*This class meets the **SUPERVISION requirement** set by the Maryland Board of Social Work Examiners.

This workshop meets the criteria for MD BSWE 3 Category I continuing education units as defined in COMAR 10.42.06.03 A. (1) (d) and **covers anti-oppressive social work practice content** focusing on race, culture, or equity, and includes one or more of the following topics: (i) Cultural humility; (ii) Social justice; (iii) Racial equity; (iv) Implicit bias; or (v) Anti-racism practices.

## **Date, Time, and Location:**

May 2, 2025; 1 – 4:15 pm; Webinar

## **Instructor**

- Lee Westgate, MBA, MSW, LCSW-C, LCSW, Clinical Instructor at University of Maryland, School of Social Work, and Independent Consultant

## **Enrollment**

Deadline: April 29, 2025

- MCG employees, contractors, volunteers and interns **with** an MCG Network Login: [AccessMCG ePortal](#)
- Community partners, contractors, volunteers **without** an MCG Network Login: [AccessMCG Extranet Portal](#)

## Youth Mental Health First Aid for Non-Clinicians

Youth Mental Health First Aid teaches you how to identify, understand and respond to signs of mental health and substance use challenges among adolescents ages 12-18. You will build skills and confidence you need to reach out and provide initial support to young people who are struggling. You will also learn how to help connect them to appropriate support.

**Please note:** Two hours of prework is assigned and required to be completed before the class start date to receive the class link.

### Target Audience

Those who aim to become more knowledgeable about mental health and what to do in crisis situations. The curriculum is for all who are interested in expanding their knowledge of mental health.

### Objectives

- Recognize common signs and symptoms of mental health challenges, including anxiety, depression, eating disorders and attention deficit hyperactive disorder (ADHD).
- Recognize common signs and symptoms of substance use challenges.
- Understand how to interact with a young person in crisis.
- Know how to connect a young person with help.
- Better understand trauma, substance use, self-care, and the impact of social media and bullying.

### Continuing Education Credit – **None**

### Date, Time, and Location

April 25, 2025; 9 am – 4 pm; Webinar

### Instructors

- Mental Health First Aid Maryland
- Melissa Kuyumjian, MHFA Certified Instructor, AmeriCorps Member, EveryMind
- Alyssa Sanders, MHFA Certified Instructor, LCSW-C, MA, Partner Agencies Administrator, EveryMind

### Enrollment

Deadline: Once class is full. First come, first served basis.

- Please [click here to register via Sign Up Genius](#).

## Resources

### General Information

OHR Professional Learning and Organizational Development  
27 Courthouse Square, 4th Floor  
Rockville, MD 20850  
240-777-5116  
[OLM.Admin@MontgomeryCountyMD.gov](mailto:OLM.Admin@MontgomeryCountyMD.gov)

### OHR Career Development Webpage

- OLM User Guides: Step-by-step instructions on how to enroll in a class, cancel an enrollment, print a transcript and other navigational assistance.
- OHR Career Development Fliers

Access the Training section of the OHR website: [OHR Career Development Webpage](#).

### Center for Continuous Learning Program Contacts

Dr. Rochelle D. Plummer, Manager, OHR Professional Learning and Organizational Development  
240-777-5053  
[rochelle.plummer@montgomerycountymd.gov](mailto:rochelle.plummer@montgomerycountymd.gov)

Laura Chapman, CCL Program Manager  
240-777-5063  
[laura.chapman@montgomerycountymd.gov](mailto:laura.chapman@montgomerycountymd.gov)