

DREAM Atlanta In-Person Training Agenda

Ver. 1/23/20

Day 1: Friday, January 24th [1pm – 6pm]

Location: Woodruff Health Sciences Center, 1365 Clifton Road NE Ste, 5, Atlanta, GA 30322, 5th Floor

Note: Nahar and Mamnun will attend Sergio's training on Friday 1/24

Location: Rollins School of Public Health: 1518 Clifton Road NE Atlanta, GA 30033. If you use Uber, please use 1 Rollins Way as the drop-off location. All of the rooms are in the Claudia Nance Rollins Building. Room #: CNR 6001

	Training Components	Facilitated by
1pm – 2pm Lunch / Introductions	<ul style="list-style-type: none"> Welcome Introductions (Nahar & Mamnun: “hot” ball icebreaker) Mingling over lunch 	Megha/Nadia Nahar/Mamnun
2pm – 2:20pm CHW Training	<ul style="list-style-type: none"> CHW Training Plan Day 1 Training Agenda CHW Training Reflection 	Nahar/Mamnun
2:20pm – 2:30pm Study Overview	<ul style="list-style-type: none"> Study Design, Eligibility, Timeline 	Jennifer
2:30pm – 4pm Recruitment Calls & Practice	<ul style="list-style-type: none"> Recruitment Talking Points (20 min) Not eligible / Decline (10 min) Recruitment Barriers & Strategies (20 min) Demo Phone Calls by led by Nahar & Mamnun (15 min) Recruitment Skills Practice: NYC and ATL CHWs (25 min) 	Nahar/Mamnun
4pm – 4:10pm Breathing Exercise	<ul style="list-style-type: none"> Breathing Exercise Demo 	Nahar
4:10pm – 4:20pm 10-minute Break		
4:20pm – 4:45pm Enrollment	<ul style="list-style-type: none"> Screening Form (5 min) Consenting Challenges (15 min) Baseline/Intake Form (5 min) 	Nahar/Mamnun
4:45pm – 5:45pm Session 1	<ul style="list-style-type: none"> Session 1 Overview (5 min) Session 1 Demonstrations (25 min) Physical Activity Demonstrations (15 min) Q&A on Recruitment/Enrollment (15 min) 	Nahar/Mamnun
5:45pm – 6pm	<ul style="list-style-type: none"> Day 1 Wrap-up 	Megha/Nadia
6pm – 7:30/8pm Dinner	<ul style="list-style-type: none"> Travel to Restaurant NYC/Atlanta Teambuilding dinner (storytelling activity) 	Nahar/Mamnun

Day 2: Saturday, January 25th [8:30am – 4pm]

	Training Components	Facilitated by
8:30am Travel to Shifa Free Clinic	<ul style="list-style-type: none"> travel from hotel (Westin Atlanta Perimeter North: 7 Concourse Parkway NE, Atlanta) to Shifa Free Clinic 	
9am – 10am Site visit: Shifa Free Clinic	<ul style="list-style-type: none"> Introductions Orientation to Study Demos 	Megha/Nadia/Site PI- SC Nadia Nahar and Mamnun
10am – 11am Shifa Free Clinic – Observations /Talking to Clinic Participants	<ul style="list-style-type: none"> Opportunity to observe the way the clinic works and speak to participants waiting for services about their needs NYC CHWs lead a short session demo, if possible 	Nahar and Mamnun

11am – 12:30pm Travel / Lunch	<ul style="list-style-type: none"> • Travel back to Emory Site for Lunch/Trainings • Lunch 	All staff
12:30pm – 12:40pm Training Agenda and Reflection on Site Visit	<ul style="list-style-type: none"> • Day 2 Training Agenda • Reflection on Shifa Clinic Site Visit 	Nahar/Mamnun
12:40pm – 1:40pm Engaging Participants	<ul style="list-style-type: none"> • Building trust • Demonstration • Making Referrals, Appointments • Involving family members • Helping Participants Learn to Manage on their Own: Case Examples 	Nahar/Mamnun
1:40pm – 2pm Home visits / 1-on-1 Visits	<ul style="list-style-type: none"> • Opportunities • Challenges • Safety considerations 	Nahar/Mamnun
2pm – 2:45pm CHW Wellness	<ul style="list-style-type: none"> • Burnout • Discussion • Self-Care 	Nahar/Mamnun
2:45pm – 2:50pm Breathing Exercise	<ul style="list-style-type: none"> • Breathing Exercise Demo 	Mamnun
2:50pm – 3pm 10-minute Break		
3pm – 3:45pm Session Challenges and Session 1 Feedback	<ul style="list-style-type: none"> • Managing Different Situations during Sessions (Children, Physical Activity, Ramadan month) • Session 1 Feedback / Atlanta Context 	Nahar/Mamnun
3:45pm – 4pm	<ul style="list-style-type: none"> • Day 2 Wrap-up • Upcoming Trainings • What questions do you still have? What training would be helpful as we prepare for the intervention launch? 	Christina

Suggested Training Topics Via Web-ex after In-person training:

For CHWs

Topic	Facilitator	Dates
Weekly CHW Technical Assistance Meetings	NYU and Atlanta CHWs	Beginning late February
Curriculum Presentation Practice Sessions in Bangla	observed by Mamnun, Nahar, and Sadia	Late January/early February
REDCap Overview, Documentation, Data Entry and Skills Practice	Laura, Jennifer	Early February
Setting goals with participants (Action Plan / Progress Notes)	Jennifer, Mamnun, Nahar	after Motivational Interviewing training
One-on-One Visit: Best Practices	Jennifer, Mamnun, Nahar	March
Strategies for Optimizing Relationships with Providers and Practice Staff	Jennifer, Shinu, Mamnun, Nahar	March
Strategies for Study Activities during Ramadan	Jennifer, Mamnun, Nahar	late March/early April