TRAINING CALENDAR

| ■ December | | Ja | nuary 202 | 5 | | February ▶ |
|-------------------|--|---|---|--|--|------------|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | ONLINE TRAINING MUST END AT 3PM EACH DAY IT IS SCHEDULED | | AGENCY CLOSED FOR HOLIDAY | 2 | 3 | 4 |
| 5 | 6 FIRST DAY OF INSERICES 9AM – WELCOME & REVIEW PAPERWORK 10AM – FINANCIAL REVIEW LUNCH BREAK – THEN REPORT TO YOUR SUPERVISOR | 7 MANDT TRAINING 9A-4:30P | MANDT TRAINING 9A-4:30P | 9 MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 10 PAY DAY MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 11 |
| 12 | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 15 MOBILITY DEVICE SECUREMENT 8:30A – 12:30P LUNCH BREAK THEN ONLINE TRAINING | DYSPHAGIA TRAINING 9A-10:30A DEPT TRAINING ON CIMS SYSTEM 11AM | CURRENT EMPLOYEES MED RECERT CLASS 9A-1:30P | 18 |
| 19 | 20 ADL TRAINING 9A -1P | 21 ADL TRAINING 9A -1P | 22 ADL TRAINING 9A -1P | 23 TRAINING ROOM MANDT RECERT FOR CURRENT STAFF 9A-4:30 CONFERENCE ROOM 9A-3P AGENCY ABUSE CPR/FA | 24 PAY DAY | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| ■ January | | Fel | oruary 202 | 25 | | March ▶ |
|-----------|--|---|--|--|---|---------|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | ONLINE TRAINING MUST END AT 3PM EACH DAY IT IS SCHEDULED | | | | | 1 |
| 2 | 3 FIRST DAY OF INSERICES 9AM – WELCOME & REVIEW PAPERWORK 10AM – FINANCIAL REVIEW LUNCH BREAK – THEN REPORT TO YOUR SUPERVISOR | MANDT TRAINING 9A-4:30P | MANDT TRAINING 9A-4:30P | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 7 PAY DAY MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 8 |
| 9 | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MOBILITY DEVICE SECUREMENT 8:30A – 12:30P LUNCH BREAK THEN ONLINE TRAINING | DYSPHAGIA TRAINING 9A-10:30A DEPT TRAINING ON CIMS SYSTEM 11AM | CURRENT EMPLOYEES MED RECERT CLASS 9A-1:30P | 15 |
| 16 | 17 ADL TRAINING 9A -1P | ADL TRAINING 9A -1P | ADL TRAINING 9A -1P | 20 TRAINING ROOM MANDT RECERT FOR CURRENT STAFF 9A-4:30 CONFERENCE ROOM 9A-3P AGENCY ABUSE CPR/FA | 21 PAY DAY | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | |

| ■ February | | N | larch 2025 | 5 | | April ► |
|------------|---|---|--|--|---|---------|
| Sun | ONLINE TRAINING MUST END AT 3PM EACH DAY IT IS SCHEDULED | Tue | Wed | Thu | Fri | Sat 1 |
| 2 | 3 | 4 | 5 | 6 | 7 PAY DAY | 8 |
| 9 | 10 FIRST DAY OF INSERICES 9AM – WELCOME & REVIEW PAPERWORK 10AM – FINANCIAL REVIEW LUNCH BREAK – THEN REPORT TO YOUR SUPERVISOR | MANDT TRAINING 9A-4:30P | MANDT TRAINING 9A-4:30P | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 15 |
| 16 | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MOBILITY DEVICE SECUREMENT 8:30A – 12:30P LUNCH BREAK THEN ONLINE TRAINING | DYSPHAGIA TRAINING 9A-10:30A DEPT TRAINING ON CIMS SYSTEM 11AM | 21 PAY DAY CURRENT EMPLOYEES MED RECERT CLASS 9A-1:30P | 22 |
| 23 | 24 ADL TRAINING 9A -1P | ADL TRAINING 9A -1P | ADL TRAINING 9A -1P | 27 TRAINING ROOM MANDT RECERT FOR CURRENT STAFF 9A-4:30 CONFERENCE ROOM 9A-3P AGENCY ABUSE CPR/FA | 28 | 29 |
| 30 | 31 | | | | | |

| ■ March | | ı | April 2025 | | | May ▶ |
|---------|--|---|--|--|---|-------|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | ONLINE TRAINING MUST END AT 3PM EACH DAY IT IS SCHEDULED | 1 | 2 | 3 | 4 PAY DAY | 5 |
| 6 | 7 FIRST DAY OF INSERICES 9AM – WELCOME & REVIEW PAPERWORK 10AM – FINANCIAL REVIEW LUNCH BREAK – THEN REPORT TO YOUR SUPERVISOR | MANDT TRAINING 9A-4:30P | 9 MANDT TRAINING 9A-4:30P | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 12 |
| 13 | 14 MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MOBILITY DEVICE SECUREMENT 8:30A – 12:30P LUNCH BREAK THEN ONLINE TRAINING | DYSPHAGIA TRAINING 9A-10:30A DEPT TRAINING ON CIMS SYSTEM 11AM | CURRENT EMPLOYEES MED RECERT CLASS 9A-1:30P | 19 |
| 20 | ADL TRAINING 9A -1P | ADL TRAINING 9A -1P | ADL TRAINING 9A -1P | 24 TRAINING ROOM MANDT RECERT FOR CURRENT STAFF 9A-4:30 CONFERENCE ROOM 9A-3P AGENCY ABUSE CPR/FA | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

| ◄ April | | | May 2025 | | | June ▶ |
|----------------|--|---|--|---|---|--------|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | ONLINE TRAINING MUST END AT 3PM EACH DAY IT IS SCHEDULED | | | 1 | 2 PAY DAY | 3 |
| | 5 FIRST DAY OF INSERICES 9AM – WELCOME & REVIEW PAPERWORK 10AM – FINANCIAL REVIEW LUNCH BREAK – THEN REPORT TO YOUR SUPERVISOR | MANDT TRAINING 9A-4:30P | 7 MANDT TRAINING 9A-4:30P | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 9 MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 10 |
| 11 | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MOBILITY DEVICE SECUREMENT 8:30A – 12:30P LUNCH BREAK THEN ONLINE TRAINING | DYSPHAGIA TRAINING 9A-10:30A DEPT TRAINING ON CIMS SYSTEM 11AM | CURRENT EMPLOYEES MED RECERT CLASS 9A-1:30P | 17 |
| 18 | ADL TRAINING 9A -1P | ADL TRAINING 9A -1P | ADL TRAINING 9A -1P | TRAINING ROOM MANDT RECERT FOR CURRENT STAFF 9A-4:30 CONFERENCE ROOM 9A-3P AGENCY ABUSE CPR/FA | 23 | 24 |
| 25 | AGENCY CLOSED FOR HOLIDAY | 27 | 28 | 29 | 30 PAY DAY | 31 |

| ■ May | | | June 202 | 25 | | July ▶ |
|--|---|---|--|--|---|--------|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| ONLINE TRAINING MUST END AT 3PM EACH DAY IT IS SCHEDULED | PIRST DAY OF INSERICES 9AM – WELCOME & REVIEW PAPERWORK 10AM – FINANCIAL REVIEW LUNCH BREAK – THEN REPORT TO YOUR SUPERVISOR | MANDT TRAINING 9A-4:30P | MANDT TRAINING 9A-4:30P | 5 MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 6 MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 7 |
| 8 | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MOBILITY DEVICE SECUREMENT 8:30A – 12:30P LUNCH BREAK THEN ONLINE TRAINING | DYSPHAGIA TRAINING 9A-10:30A DEPT TRAINING ON CIMS SYSTEM 11AM | CURRENT EMPLOYEES MED RECERT CLASS 9A-1:30P | 14 |
| 15 | ADL TRAINING 9A -1P | ADL TRAINING 9A -1P | ADL TRAINING 9A -1P | 19 TRAINING ROOM MANDT RECERT FOR CURRENT STAFF 9A-4:30 CONFERENCE ROOM 9A-3P AGENCY ABUSE CPR/FA | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 PAY DAY | 28 |
| 29 | 30 | | | | | |

| ■ June | | | July 2025 | | | August ▶ |
|---------------|--|---|---|--|--|----------|
| Sun | Mon ONLINE TRAINING MUST END AT 3PM EACH DAY IT IS SCHEDULED | Tue 1 | Wed 2 | Thu 3 | Fri 4 AGENCY CLOSED FOR HOLIDAY | Sat 5 |
| 6 | 7 FIRST DAY OF INSERICES 9AM – WELCOME & REVIEW PAPERWORK 10AM – FINANCIAL REVIEW LUNCH BREAK – THEN REPORT TO YOUR SUPERVISOR | 8 MANDT TRAINING 9A-4:30P | 9 MANDT TRAINING 9A-4:30P | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 11 PAY DAY MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 12 |
| 13 | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 16 MOBILITY DEVICE SECUREMENT 8:30A – 12:30P LUNCH BREAK THEN ONLINE TRAINING | DYSPHAGIA TRAINING 9A-10:30A DEPT TRAINING ON CIMS SYSTEM 11AM | CURRENT EMPLOYEES MED RECERT CLASS 9A-1:30P | 19 |
| 20 | 21 ADL TRAINING 9A -1P | 22 ADL TRAINING 9A -1P | 23 ADL TRAINING 9A -1P | 24 TRAINING ROOM MANDT RECERT FOR CURRENT STAFF 9A-4:30 CONFERENCE ROOM 9A-3P AGENCY ABUSE CPR/FA | 25 PAY DAY | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| ■ July | | Aı | ugust 2025 | | | September ► |
|---------------|--|---|---|--|---|-------------|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | ONLINE TRAINING MUST END AT 3PM EACH DAY IT IS SCHEDULED | | | | 1 | 2 |
| 3 | FIRST DAY OF INSERICES 9AM – WELCOME & REVIEW PAPERWORK 10AM – FINANCIAL REVIEW LUNCH BREAK – THEN REPORT TO YOUR SUPERVISOR | MANDT TRAINING 9A-4:30P | MANDT TRAINING 9A-4:30P | 7 MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 8 PAY DAY MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 9 |
| 10 | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 13 MOBILITY DEVICE SECUREMENT 8:30A – 12:30P LUNCH BREAK THEN ONLINE TRAINING | DYSPHAGIA TRAINING 9A-10:30A DEPT TRAINING ON CIMS SYSTEM 11AM | CURRENT EMPLOYEES MED RECERT CLASS 9A-1:30P | 16 |
| 17 | 18 ADL TRAINING 9A -1P | 19 ADL TRAINING 9A -1P | 20 ADL TRAINING 9A -1P | 21 TRAINING ROOM MANDT RECERT FOR CURRENT STAFF 9A-4:30 CONFERENCE ROOM 9A-3P AGENCY ABUSE CPR/FA | 22 PAY DAY | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| ■ August | | Sep | otember 20 | 25 | | October ▶ |
|--|--|---|---|--|---|-----------|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | 1 AGENCY CLOSED FOR HOLIDAY | 2 | 3 | 4 | 5 PAY DAY | 6 |
| 7 ONLINE TRAINING MUST END AT 3PM EACH DAY IT IS SCHEDULED | 8 FIRST DAY OF INSERICES 9AM – WELCOME & REVIEW PAPERWORK 10AM – FINANCIAL REVIEW LUNCH BREAK – THEN REPORT TO YOUR SUPERVISOR | 9 MANDT TRAINING 9A-4:30P | MANDT TRAINING 9A-4:30P | 11 MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 13 |
| 14 | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MOBILITY DEVICE SECUREMENT 8:30A – 12:30P LUNCH BREAK THEN ONLINE TRAINING | 18 DYSPHAGIA TRAINING 9A-10:30A DEPT TRAINING ON CIMS SYSTEM 11AM | 19 PAY DAY CURRENT EMPLOYEES MED RECERT CLASS 9A-1:30P | 20 |
| 21 | 22 ADL TRAINING 9A -1P | 23 ADL TRAINING 9A -1P | 24 ADL TRAINING 9A -1P | 25 TRAINING ROOM MANDT RECERT FOR CURRENT STAFF 9A-4:30 CONFERENCE ROOM 9A-3P AGENCY ABUSE CPR/FA | 26 | 27 |
| 28 | 29 | 30 | | | | |

| September | | Oc | ctober 202 | 5 | | November ► |
|-----------|--|---|--|--|---|------------|
| Sun | Mon | Tue ONLINE TRAINING MUST END AT 3PM EACH DAY IT IS SCHEDULED | Wed 1 | Thu 2 | Fri 3 PAY DAY | Sat 4 |
| 5 | 6 FIRST DAY OF INSERICES 9AM – WELCOME & REVIEW PAPERWORK 10AM – FINANCIAL REVIEW LUNCH BREAK – THEN REPORT TO YOUR SUPERVISOR | MANDT TRAINING 9A-4:30P | 8 MANDT TRAINING 9A-4:30P | 9 MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 11 |
| 12 | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MOBILITY DEVICE SECUREMENT 8:30A – 12:30P LUNCH BREAK THEN ONLINE TRAINING | DYSPHAGIA TRAINING 9A-10:30A DEPT TRAINING ON CIMS SYSTEM 11AM | CURRENT EMPLOYEES MED RECERT CLASS 9A-1:30P | 18 |
| 19 | 20 ADL TRAINING 9A -1P | 21 ADL TRAINING 9A -1P | 22 ADL TRAINING 9A -1P | 23 TRAINING ROOM MANDT RECERT FOR CURRENT STAFF 9A-4:30 CONFERENCE ROOM 9A-3P AGENCY ABUSE CPR/FA | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 pay day | |

| ■ October | | No | vember 20 |)25 | | December ► |
|-----------|--|---|---|--|---|------------|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | | ONLINE TRAINING MUST END AT 3PM EACH DAY IT IS SCHEDULED | | | | 1 |
| 2 | 3 FIRST DAY OF INSERICES 9AM – WELCOME & REVIEW PAPERWORK 10AM – FINANCIAL REVIEW LUNCH BREAK – THEN REPORT TO YOUR SUPERVISOR | MANDT TRAINING 9A-4:30P | MANDT TRAINING 9A-4:30P | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 7 MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 8 |
| 9 | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MOBILITY DEVICE SECUREMENT 8:30A – 12:30P LUNCH BREAK THEN ONLINE TRAINING | DYSPHAGIA TRAINING 9A-10:30A DEPT TRAINING ON CIMS SYSTEM 11AM | 14 PAY DAY CURRENT EMPLOYEES MED RECERT CLASS 9A-1:30P | 15 |
| 16 | 17 ADL TRAINING 9A -1P | 18 ADL TRAINING 9A -1P | 19 ADL TRAINING 9A -1P | 20 TRAINING ROOM MANDT RECERT FOR CURRENT STAFF 9A-4:30 CONFERENCE ROOM 9A-3P AGENCY ABUSE CPR/FA | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 AGENCY CLOSED FOR HOLIDAY | 28 PAY DAY AGENCY CLOSED FOR HOLIDAY | 29 |
| 30 | | | | | | |

| ■ November | | De | cember 20 | 25 | | January ▶ |
|--|--|---|--|--|---|-----------|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| ONLINE TRAINING MUST END AT 3PM EACH DAY IT IS SCHEDULED | FIRST DAY OF INSERICES 9AM – WELCOME & REVIEW PAPERWORK 10AM – FINANCIAL REVIEW LUNCH BREAK – THEN REPORT TO YOUR SUPERVISOR | MANDT TRAINING 9A-4:30P | MANDT TRAINING 9A-4:30P | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 6 |
| 7 | MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | 9 MTTP TRAINING 9A-1P LUNCH BREAK ONLINE TRAINING | MOBILITY DEVICE SECUREMENT 8:30A – 12:30P LUNCH BREAK THEN ONLINE TRAINING | 11 DYSPHAGIA TRAINING 9A-10:30A DEPT TRAINING ON CIMS SYSTEM 11AM | CURRENT EMPLOYEES MED RECERT CLASS 9A-1:30P | 13 |
| 14 | 15 ADL TRAINING 9A -1P | 16 ADL TRAINING 9A -1P | 17 ADL TRAINING 9A -1P | 18 TRAINING ROOM MANDT RECERT FOR CURRENT STAFF 9A-4:30 CONFERENCE ROOM 9A-3P AGENCY ABUSE CPR/FA | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 AGENCY CLOSED FOR HOLIDAY | 26 PAY DAY AGENCY CLOSED FOR HOLIDAY | 27 |
| 28 | 29 | 30 | 31 | | | |