

CHEC Boston

Community Health Education Center



FALL 2019 COEC Certificate Program

860 Harrison Street, 2nd floor
Boston, MA 02118

Telephone: 617-534-5181
Fax Number: 617-534-5485

Email Address:
CHECenter@bphc.org

CHEC's COEC Program is a two-part, 80-hour training program that covers core competencies Community Health Workers need to provide effective community outreach and health education work in community-based settings. The training emphasizes skills to prepare CHWs to serve in a variety of functions including culturally appropriate health education and outreach, navigating the health and human service systems, assuring access to services, advocating for individual and community needs, and building individual and community capacity. In addition, the training encourages CHWs to become proficient on health issues affecting diverse communities and introduces them to a public health framework for understanding these issues.

- **To complete the COEC program, you must attend all CORE sessions and a minimum of 16 hours of health modules.** Health modules registration will follow. Only CHEC's courses are valid. Outside trainings not accepted.
- **Enrollment is available for:** Community Health Workers and/or volunteers who are currently employed by community health centers or community based organizations that do at least 20 hours a week of Community Health Work.
- **No partial registration or payment will be accepted.** You must attend all training dates for the full length of the training session.
- **You and your employer will be held to CHEC's training policies.** Policy Agreement must be obtained, read, and signed by both Community Health Worker and Supervisor prior to or upon registration.
- **Your registration confirmation is valid only** when your fee has been paid and you have spoken directly (no messages faxed or voicemail accepted) to CHEC's Outreach Network Coordinator, who will then call you to verify that you will be present at all sessions and arrive no later than 9:45 am to avoid automatic cancellation.



twitter.com/HealthyBoston



facebook.com/HealthyBoston



youtube.com/user/BostonPublicHealth

Comprehensive Outreach Education Certificate Program (COEC) September - November 2019

SESSIONS	DATE	TIME
1. Capacity Building/Leadership	Monday, September 9	9:30 am–1:00 pm
2. Outreach Methods/Strategies Part I	Monday, September 9	1:30 pm–4:30 pm
3. Outreach Methods/Strategies Part II	Tuesday, September 10	9:30 am–4:00 pm
4. Cultural Responsiveness	Wednesday, September 11	9:30 am–4:00 pm
5. Client & Community Assessment	Tuesday, September 17	9:30 am–4:00 pm
6. Client Advocacy/Care Coordination	Wednesday, September 18	9:30 am–4:00 pm
7. Effective Communication	Monday, September 23	9:30 am–4:00 pm
8. Documentation Part I	Tuesday, September 24	9:30 am–12:30 pm
9. Documentation Part II	Thursday, September 26	9:30 am–12:30 pm
10. Public Health Concepts/Approaches	Wednesday, October 2	9:30 am–4:00 pm
11. Community Organizing	Monday, October 7	9:30 am–4:00 pm
12. Professional Skills & Conduct	Wednesday, October 9	9:30 am–4:00 pm
12. Behavioral Change	Wednesday, October 16	9:30 am–4:00 pm

Please tell us what you do: (check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> <u>educate</u> “hard to reach communities” | <input type="checkbox"/> <u>counsel</u> clients about healthy lifestyles |
| <input type="checkbox"/> <u>connect</u> people to needed services | <input type="checkbox"/> <u>advocate</u> for clients and communities |
| <input type="checkbox"/> <u>navigate</u> clients through health and social services systems | <input type="checkbox"/> <u>inform</u> health care providers about “hard to reach” community needs |

Basic Requirements: (check all that apply)

- Have experience doing community based health work such as an Community Health Worker, Volunteers, Health Advocate or Case Manager.
- Employed by an organization to work at least 20 hours a week doing community health work.
- Have read and signed CHEC’s Trainee Policies & Procedures Agreement prior to or upon registration by you and your supervisor.

FALL 2019 COEC REGISTRATION FORM

"Meeting People Where They Are..."

For More Information:

Please call CHEC at (617) 534-5181

or email: CHECenter@bphc.org

Coffee and tea is provided plus free parking with validation. Participants must bring their parking ticket for validation.

Participants will be responsible for the entire parking fee if ticket is misplaced.

Pricing Information:

The cost for the Certificate Program is \$650.00. Your agency is required to pay this fee.

Please fax form to: (617) 534-5485.

Please mail money orders or agency checks (only) to:

CHEC 860 Harrison Ave. 2nd floor Boston, MA 02118



Deadline for registering is August 24th, 2019

Name: _____	Date: _____
Job Title: _____	
Telephone: _____	Email: _____
Name of Employer Organization: _____	
Name of Program: _____	
How many years at this position: _____ Is this position full time or part time? _____	
Employer Organization Address: _____	
Supervisor's name: _____	
Supervisor's Telephone: _____	Supervisor's Email: _____
Do you need individual arrangements (i.e., ASL) ? _____	

Photo release: I do/do not give my consent for the release of my photo if needed.

(Please circle one)

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For inclement weather, please call CHEC at 617-534-5181 after 7 am