

CHEC Boston

Community Health Education Center



Spring 2019

Comprehensive Outreach Education Certificate (COEC) PROGRAM

860 Harrison Street, 2nd floor
Mailbox# 349
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. 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 email you to verify that you will be present at all sessions and arrive no later than 9:45 am to avoid automatic cancellation.



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youtube.com/user/BostonPublicHealth

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SESSIONS	DATE	TIME
1. Capacity Building: Leadership	Tuesday, April 2	9:30 am- 1:00 pm
2. Outreach Methods & Strategies Part I	Tuesday, April 2	1:30 pm–4:30 pm
3. Outreach Methods & Strategies Part II	Thursday, April 4	9:30 am–4:00 pm
4. Cultural Responsiveness & Mediation	Tuesday, April 9	9:30 am–4:00 pm
5. Effective Communication	Wednesday, April 10	9:30 am–4:00 pm
6. Client & Community Assessment	Tuesday, April 16	9:30 am–4:00 pm
7. Public Health Concepts & Approaches	Wednesday, April 24	9:30 am–4:00 pm
8. Client Advocacy & Care Coordination	Monday, April 29	9:30 am–4:00 pm
9. Documentation Part I	Tuesday, April 30	9:30 am–12:30 pm
10. Documentation Part II	Thursday, May 2	9:30 am–12:30 pm
11. Professional Skills & Conduct	Monday, May 6	9:30 am–4:00 pm
12. Behavioral Change	Wednesday, May 8	9:30 am–4:00 pm
13. Capacity Building: Community Organizing	Tuesday, May 14	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.

SPRING 2019 COEC REGISTRATION FORM

"Meeting People Where They Are..."

For More Information:

Please call CHEC at (617) 534-5181.

Fax (617) 534-5485

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, participant arrives late, leaves early or is turned away.

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 | Mailbox #349 |

Boston, MA 02118



Deadline for registering is March 22, 2019

Date: _____	Name: _____
Title: _____	
Organization: _____	
Program: _____	
Full Address: _____	
Email: _____	
Telephone: _____	Fax: _____
Supervisor's name: _____	
Telephone: _____	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)

For more information, please call CHEC at (617) 534-5181 Fax: (617)-534-5485

Complimentary parking is provided. Participants must bring their parking ticket for validation.

For inclement weather, please call 617-534-5181.

