

CHEC Boston

Community Health Education Center



WINTER 2020 COEC Certificate Program

860 Harrison Street, 2nd floor
Boston, MA 02118

Telephone: 617-534-5181
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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.



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facebook.com/HealthyBoston



youtube.com/user/BostonPublicHealth

Comprehensive Outreach Education Certificate Program (COEC) January - March 2020

SESSIONS	DATE	TIME
1. Capacity Building/Leadership	Friday, January 10	9:30 am–1:00 pm
2. Outreach Methods/Strategies Part I	Friday, January 10	1:30 pm–4:30 pm
3. Outreach Methods/Strategies Part II	Monday, January 13	9:30 am–4:00 pm
4. Cultural Responsiveness	Tuesday, January 14	9:30 am–4:00 pm
5. Public Health Concepts/Approaches	Wednesday, January 15	9:30 am–4:00 pm
6. Effective Communication	Wednesday, January 22	9:30 am–4:00 pm
7. Client Advocacy/Care Coordination	Thursday, January 23	9:30 am–4:00 pm
8. Professional Skills & Conduct	Tuesday, January 28	9:30 am–4:00 pm
9. Documentation Part I	Tuesday, February 4	9:30 am–12:30 pm
10. Client & Community Assessment	Wednesday, February 5	9:30 am - 4:00 pm
11. Documentation Part II	Thursday, February 6	9:30 am–12:30 pm
12. Community Organizing	Wednesday, February 12	9:30 am–4:00 pm
13. Behavioral Change	Wednesday, February 19	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.

WINTER 2020 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, 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 December 11, 2019

Date: _____	Name: _____
Job Title: _____	
Telephone: _____	Email: _____
Name of Employer Organization: _____	
Name of Employer Program: _____	
Employer Organization Address: _____	
How many years at this position? _____	Is this position full time or part time? _____
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.

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Fax: (617)-534-5485

or email: CHECenter@bphc.org

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

Snow cancellations, please call 617-534-5181