



Functional Assessment Systems

CAFAS® | PECFAS® | JIFF® | CWL®

# Announcement

## *Training on the Online CAFAS® (or PECFAS®)*

This session will provide a hands-on, interactive training experience. You will gain full command of all the powerful tools in the web-hosted software.

**When:** Wednesday, September 29<sup>th</sup>, 2010, 9:30 a.m. - 4:30 p.m.

**Where:** Holiday Inn North, 3600 Plymouth Rd., Ann Arbor, Michigan, 48105 (airport is (DTW) Detroit-Metro)

**Cost:** \$50.00 – includes all materials

**Note:** *This fee is waived for those who attend the CAFAS® Reliability Training on September 30-October 1*

### **You will learn how to:**

- Set-up your organization in FAS Outcomes™
- Conduct the assessment, track client progress on dashboards, use the assessment results for case decision-making, and generate reports
- Train others within your agency
- Use supervisory tools – Supervisor’s Dashboard and Aggregate Reports
- Generate guidelines for staff and address contextual issues about implementation within your agency
- Export data
- Use aggregated data to inform program development, practices, policies and training initiatives
- Design a “roll-out plan” for your organization

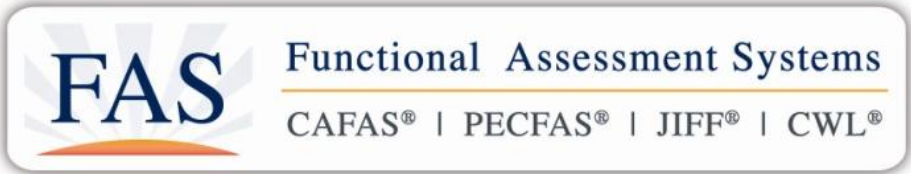
The number of attendees will be limited. Because this training is hands-on, each attendee will need to bring a laptop that is wireless enabled. Lunch will be on your own; however, there is a restaurant on-site and several others within easy walking distance (less than ½ block). See attached sheet for information on overnight accommodations and ground transportation.

### **For more information or to register, contact:**

Functional Assessment Systems, LLC  
3600 Green Court, Suite 110  
Ann Arbor, MI 48105

E-mail: [Orders@FASOutcomes.com](mailto:Orders@FASOutcomes.com)  
Phone: 734-769-9725  
Fax: 734-769-1434

**Visit us on the web: [www.FASOutcomes.com](http://www.FASOutcomes.com)**



# Registration Form for Training on the Online CAFAS® (or PECFAS®)

Wednesday, September 29, 2010 • 9:30 a.m. – 4:30 p.m. • Ann Arbor, MI 48105

FAS Outcomes™ web-hosted application contains four assessments: Child and Adolescent Functional Assessment Scale® - CAFAS®, Preschool and Early Childhood Functional Assessment Scale® - PECFAS®, Juvenile Inventory For Functioning® - JIFF®, and Caregiver Wish List® - CWL®. See [www.FASoutcomes.com](http://www.FASoutcomes.com) for more information.

*This session will include training on the online CAFAS® and PECFAS®. Additional training on the CWL® will be offered for participants using the CWL®.*

Please Print or type:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Agency Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Position: \_\_\_\_\_

Does your agency currently use:  CAFAS®  PECFAS®  JIFF®  CWL®

Does your agency currently use our web-hosted FAS Outcomes™ application to access any of our measures?  Yes  No

**If yes:**

Please check all that apply:  CAFAS®  PECFAS®  JIFF®  CWL®

What is your role in regards to the program (Assessor, Business Admin., IT Admin.)? \_\_\_\_\_

Have you participated in any of our online webinars?  Yes  No

Has anyone from your agency participated in one of our online webinars?  Yes  No

If so, who? \_\_\_\_\_

**If no,** has anyone from your agency seen a demonstration of the software? \_\_\_\_\_

If so, who? \_\_\_\_\_

Registration fee for this training is \$50 and includes all materials (this fee is waived for those who attend the CAFAS Reliability Training Workshop on September 30-October 1). Lunch will be on your own. Reservations must be received by September 15, 2010. Please reserve early – attendance will be limited.

**Please make check payable to:** Training & Research Solutions, LLC

**Mail To:** Training & Research Solutions, LLC

2140 Old Earhart Rd.

Ann Arbor, MI 48105

**Contact Us:** Phone: 734-769-9725

Fax: 734-769-1434

[www.FASoutcomes.com](http://www.FASoutcomes.com)

If you have questions about the training, please feel free to contact Debbie.



phone: 734-769-9725



e-mail: [Orders@FASOutcomes.com](mailto:Orders@FASOutcomes.com)



fax: 734-769-1434

### **HOTEL RESERVATIONS**

For your convenience, we have blocked 10 rooms at the training site and an additional 20 rooms at adjacent hotels for the nights of **9/28-9/30/2010**. Special rates are available at all hotels. Prices are guaranteed for reservations made prior to **9/1/2010** for Holiday Inn, **8/23/2010** for Microtel and **8/25/2010** for Hawthorn Suites. For the special rates, ask for the **Functional Assessment Systems** Training block.

Training Site:	Alternate lodging adjacent to Training Site:	
<b>Holiday Inn North Campus</b>	<b>Microtel</b>	<b>Hawthorn Suites</b>
734-769-9800	734-997-9100	1-800-527-1133
3600 Plymouth Road	3610 Plymouth Road	3535 Green Court
Ann Arbor, MI 48105	Ann Arbor, MI 48105	Ann Arbor, MI 48105
Single Rate is \$92.00 plus tax Double Rate is \$92.00 plus tax	Double Rate is \$65.00 plus tax for 2 Queen beds, up to 4 occupants	Rate is \$89.00 + tax for 1 Queen bed.
<a href="http://www.hiannarbor.com">www.hiannarbor.com</a>	<a href="http://www.microtelinn.com">www.microtelinn.com</a>	<a href="http://www.hawthornannarbor.com">www.hawthornannarbor.com</a>
Reserve before: 9/1/2010	Reserve before: 8/23/2010	Reserve before: 8/25/2010

The training site and hotels are near many restaurants, so there's no need to rent a car for this purpose.

### **TRANSPORTATION: DRIVING DIRECTIONS**

**From the EAST (Detroit).** Take I-94 West towards Chicago to Exit 180B (US-23 North). Follow US-23 North approximately 4 miles to Exit 41 (Plymouth Road). Make a left (go west) on Plymouth Rd., and stay in left-hand lane less than 1/4 mile. Entrance for Holiday Inn North will be on your left-hand side (if you go to the light at Green Road, you have gone too far).

**From the WEST (Chicago).** Take I-94 East towards Detroit to Exit 180B (US-23 North). Follow US-23 North approximately 4 miles to Exit 41 (Plymouth Road). Make a left (go west) on Plymouth Rd., and stay in left-hand lane less than 1/4 mile. Entrance for Holiday Inn North will be on your left-hand side (if you go to the light at Green Road, you have gone too far).

**From the NORTH (Lansing).** Take US-23 South towards Toledo to Exit 41 (Plymouth Road). Make a right (go west) on Plymouth Rd. and get in the left-hand lane. Entrance for Holiday Inn North will be on your left-hand side (if you go to the light at Green Road, you have gone too far).

**From the SOUTH (Toledo).** Take US-23 North towards Ann Arbor to Exit 41 (Plymouth Road). Make a left (go west) on Plymouth Rd. and stay in the left-hand lane less than 1/4 mile. Entrance to Holiday Inn North will be on your left-hand side (if you go to the light at Green Road, you have gone too far).

### **TRANSPORTATION: AIR TRAVEL**

The training site and the hotels are located approximately 25 miles from Detroit Wayne County Metro Airport (DTW). Taxicabs are available on the curb at the baggage claim areas. "Metro Taxi" Cabs are typically at the taxi stand. You can call Metro Taxi at 800-745-5191 if you want to make a reservation, but you do not need to. In general, fares are based on the metered amount with the cost from Detroit-Metro Airport to Ann Arbor being approximately \$50.00 to \$55.00. For the purpose of getting a rate from the cab driver, you can give your destination as "Ann Arbor – Holiday Inn North." Other ground transportation services are:

Select Ride Airport Shuttle – 866-663-8898, rate is \$37.00 per person (one-way plus gratuity) from the airport to the hotel and \$29.50 per person (one-way plus gratuity) from the hotel to the airport. Round trip is \$56.50 and does not have to be completed same day; just reserved at the same time. Shared ride, door-to-door service. Hours of operation: 5 a.m. to 11 p.m. everyday, excluding major holidays. Baggage limited to 2 standard size pieces. Make reservations at least 2 days in advance. Allow 90 minutes of travel time.

Accent Transportation Service – 800-346-9884, rates \$85.00, one-way for up to 4 people includes airport fee but not gratuity; \$55.00 for car which includes airport fee but not gratuity. 24-hour, chauffeur driven sedans or vans. Reservations can be made by phone or online at <http://www.atsride.com>. Patrons can arrange for curbside or baggage claim pick-up.