# COAAA EDUCATION

**DRIVE Fundamentals Course Parts A & B Transporting Older and Disabled Passengers 8:30 A.M.—5:00 P.M.**
**(Registration begins at 8:00am)**

**Dates: January 26, February 16, April 20, May 18, June 15**




**GOAL** Participants will develop a sensitivity to the transportation needs of older passengers and passengers with disabilities, as well as demonstrate correct passenger assistance techniques.

## CONTENT

- Driver responsibilities regarding passenger safety, comfort, and well-being
- Best practices to control the spread of Infectious diseases and pest management
- Common myths and stereotypes about aging
- Characteristics of common impairments, including hearing loss and dementia
- Techniques for maximizing passenger comfort and safety in the presence of common impairments and diseases
- Correct wheelchair use
- Two techniques to assist passengers to stand from a sitting position
- Entering and Exiting a Vehicle and Securement of Passengers and Wheelchairs (manual, power, and scooters)

The curriculum fulfills transportation quality assurance standards for Older Americans Act services in Ohio and Ohio's PASSPORT Medicaid waiver program.

**NOTE:** Training assumes that participants have **no** previous experience transporting older and/or disabled passengers.

- **PLEASE NOTE - Class starts promptly at 8:30 am**; late participants will not be allowed to attend the course. Attendance & participation are expected for the entire course in order to receive a certificate of completion.
- A basic level of ***proficiency*** in English (both reading & spoken comprehension) is **REQUIRED. If a person needs a translator, the translator may come at no charge, but they cannot receive credit for taking the course**. A person who does not have basic English proficiency and comes without a translator will be asked to leave and return at a later date with a translator.
- Closed-toe, flat shoes (no more than a one-inch heel) **MUST** be worn. ***No*** flip flops, sandals, or slippers. Participants will not be allowed in the course if wearing incorrect footwear.

**ADDITIONAL INFORMATION -** Room temperatures can be difficult to control; dressing in layers adaptable to warm and cool temperatures is recommended.

**The COAAA offices and training facility** are at 3776 S. High St., Columbus, OH 43207. When you arrive, please park in the free lot in front of the single-story building. If this lot is full, park in the large lot back of the building and return to enter through the single-story training facility entrance.

Fee is $45.00 and includes beverages, snacks, and handouts. **Lunch is on your own. See below for payment and registration options.**

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**To REGISTER:**

**MAIL OR DELIVER THE REGISTRATION FORM, AND CHECK, OR A PURCHASE ORDER,** and we will bill your company. Upon receipt of registration and payment, we will email a confirmation. ***The person is NOT considered registered until a confirmation is received.*** If you are unsure if you've been registered, call Melanie Massey at 614-645-7250 to check. **We have a strict limit on the size of the class, and you will be turned away if your registration has not been confirmed.**

A **REFUND** for checks will be made **ONLY for cancellations received 5 work days prior to the event.** If less than 5 days, a credit can be issued for use at another program within the next year. If notice of cancellation is **not** received before the date of the program, no credit can be Issued. Any checks returned will be subject to a $15 returned check fee by the Central Ohio Area Agency on Aging.

**Registration Form** **Hard Deadline: One Week Prior to Event**

## *DRIVE: Transporting Older and Disabled Passengers*

Name: _____Phone: (___)_____

Email:_____ Agency:_____

Address: _____City/St/Zip:_____

Special Accommodations Due to Disability_____

**Registration Fee: $45.00**

**Dates: January 26 _____ February 16_____ April 20_____ May 18_____ June 15_____**

(lunch is not included) Purchase Order Attached: #_____

Federal ID#_____

CENTRAL OHIO AREA AGENCY ON AGING

Make check or money order payable to:

Central Ohio Area Agency on Aging (COAAA)

& mail with registration form to: COAAA Education & Training @

3776 S. High St Columbus, OH 43207

If using a purchase order, please attach a copy to the completed registration form. Questions? Call (614) 645-7250 or 1-800-589-7277. COAAA will not accept registrations over the phone or fax without a purchase order number.