

# MDCH Office of Recipient Rights 2012 Training Registration Form

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Are you the Primary Rights Person?     YES     NO  
 Are you the Alternate Rights Person?     YES     NO

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

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Name of the Person You Report to in your Rights Position: \_\_\_\_\_

His/Her Title: \_\_\_\_\_

His/Her Email Address: \_\_\_\_\_

**Place an X in the box corresponding to each session you wish to register for:**

Courses:	JAN	MAR	MAY	JULY	NOV
Basic Skills Training, Part I					
	JAN	MAR	MAY	JULY	NOV
Basic Skills Training, Part II					
			MARCH	JULY	NOV
*Building Blocks of Report Writing					
*Must take BST I & II 6 months prior to registering for Building Blocks	JAN	MAR	JUNE	SEPT	DEC
DET					

Please Note:

- ❖ Dress for all sessions is casual.
- ❖ Morning and afternoon refreshments are provided; lunch is on your own.
- ❖ There is no cost to attend these sessions however, call within 72 hours if you unable to attend.

**You will receive a faxed confirmation, with directions to the location, approximately two weeks prior to the training.**

**TO REGISTER:**

**Print this form and fax it to: (248) 348-9963 or**

**E-mail your registration to: [MDCH-ORR-TRAINING@michigan.gov](mailto:MDCH-ORR-TRAINING@michigan.gov)**

In your e-mail, please include all the information above and indicate which classes you are registering for.

To hear information on the status of a program, including last minute changes and cancellations due to weather, or for dates of the future trainings, visit our website [www.michigan.gov/recipientrights](http://www.michigan.gov/recipientrights) or call 888-505-7007. For training-related questions, contact the Office of Recipient Rights, Training Division at 248-735-7091.

**Overnight Accommodations:** Whenever possible, we have made arrangements with the hotel for accommodations to be available at the current state government rate of \$65.00/night + taxes, the night before and the nights of the training. You are responsible for making your own reservations, Please call the hotel for details. Make sure you indicate you are attending Basic Skills training and you are part of the MDCH [Michigan Department of Community Health] group.