

Dear Providers,

Due to a structural change in the format for Data Tracker training, all Data Tracker classes are now on a reservation basis only.

Some of the changes include:

- The new training will be an instructor guided, hands-on training using laptop computers and a practice database. All necessary materials, laptops, etc. will be provided for the training
- Since the course is hands-on, there are 12 spots available for each class. Each provider that registers for this training may bring up to 2 additional participants for a total of 3 per provider, per class.
- To make a reservation for any Data Tracker Training simply send an email to Robert.bethke@thechildrenstrust.org and include the desired training date, the primary participant's name along with the names of up to 2 additional participants. An email will be sent within 24 hours (weekends and holidays excluded) to confirm the desired training date. If the desired training date is full, alternate training dates will be included in the email.
- The training will begin promptly at 9:00am. We ask that you arrive to class on time. We understand that there are times when other duties may interfere with the scheduled training, however, If you will be more than 10 minutes late, please reschedule for the next available training as this allows the training to continue uninterrupted for a better learning experience for the other participants.

We are dedicated to bringing you the very best in provider training

Thank You,

The Children's Trust

Robert.bethke@thechildrenstrust.org