	<b>Agency Name</b>	Office of Community Services (OCS)
	<b>Chapter No./Name</b>	Training Memoranda
	<b>Part No./Name</b>	2009
	<b>Section No./Name</b>	TM 09-007 Youth Transition Plan (YTP) Training Sessions
	<b>Date Issued</b>	March 25, 2009

## **TM 09-007 “Youth Transition Plan (YTP)” Training Sessions (March 25, 2009)**

### **Dates and Sites for Specific Regions:**

#### Training Dates (In Person)

##### Baton Rouge Region

Tuesday, March 31, 2009 9:00 AM & 1:00 PM (Choose 1)

Baton Rouge Region Conference Room

Training Dates via Video Conference - All video conference will originate from the Iberville Building, 627 North Street, Baton Rouge, LA Room. 3-314

##### Shreveport, Alexandria, & Covington Regions

Wednesday, April 15, 2009 9:00 AM & 1:00 PM (Choose 1)

##### Thibodaux, Lafayette, Calcasieu Regions

Thursday, April 16, 2009 1:00 PM

##### Orleans Parish & Monroe Regions (These regions can choose either session.)

Wednesday, April 22, 2009 9:00 AM

##### Orleans Parish, Jefferson Parish, & Monroe Region

Wednesday, April 22, 2009 1:00 PM

##### Thibodaux, Lafayette & Calcasieu Regions

Tuesday, April 28, 2009 9:00 AM

##### Statewide OCS make-up Session


Tuesday, April 28, 2009 1:00 PM

##### Jefferson

Wednesday, April 29, 2009 9:00 AM

**Qualified Participants:** All Adoptions, Foster Care and YAP Staff, Supervisors, District Managers, Program Specialists, Assistant Regional Managers, Regional Managers, and Independent Living Providers and State Office Staff may attend. The training is mandated for Adoption, Foster Care and YAP staff.

**Training Content:** This is a 2 ½ hour experiential training on the use of the new Youth Transition Plan (YTP) and the Youth Transition Plan Review (YTPR) forms. Use of the form becomes mandated upon date of training. For instance, Baton Rouge is being trained on March 31, 2009; their date of implementation is March 31, 2009.

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Training Coordinators are being provided copies of the training packets with this memorandum. Each Region is being offered the training on two occasions; staff only needs to choose one time to attend, according to their schedules. There will be one statewide make-up session offered at 1:00 PM on April 28, 2009.

**Note:** Training Coordinators if your staff will not be participating in the make-up session, please remember to let us know and to mute your monitors.

**Travel:** This is ½ day training, so no lodging is approved. By virtue of Memorandum 09-014, Kaaren Hebert has approved travel to a training site in your Region only. Use of the state car and carpooling are encouraged. Use of your personal vehicle will have to be approved by your Region to the site.

**Any participant with a disability who needs special accommodations, assistance, or interpreter services, should contact their Regional Training Coordinators.**

For additional information regarding the training, please contact the ILP/YAP State Office Staff:

Joel McLain, Assistant Division Director	225-219-6925
Bernadine Barber, Program Manager	225-342-5679
M. Celeste Skinner, Program Manager	225-342-4447
Carmen E. Spooner, Program Manager	225-342-4029