



Mental Health & Addictions Education Calendar  
2024 - 2025

MENTAL HEALTH AND ADDICTIONS EDUCATION DEPARTMENT

**Health PEI**

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## Land Acknowledgement

We acknowledge that the land on which we are on is the ancestral land of the Mi'kmaq and we respect the Mi'kmaq as the Indigenous people of Prince Edward Island.



## Acknowledgements

Many thanks to all the contributors within the Mental Health and Addictions Division (MHA) who have developed, refined, communicated, coordinated, and promoted the MHA Education Calendar for clinicians and staff. We would also like to take this opportunity to acknowledge all our collaborators and outside partners who have made their evidence-based course offerings available to our staff.

Thank you.

## Photo Acknowledgements

We would like to thank the following individuals for sharing their beautiful photos for 2024 – 2025 calendar year:

- Jillian Johnson
- Dawn Nicholson
- Rachel Deriger
- Amir Meghdari
- Mitchell Bingley
- Jacinta Keoughan
- Carmen Ohlandt

Thank you.

# Executive Director's Message

Welcome and thank you to all new and existing employees who are investing in continuing education. Mental Health and Addictions is proud to offer a range of both virtual and in-person learning opportunities throughout the year. We know that providing you with a robust education program is vital in ensuring excellent care, supporting personal and professional development, and increasing job satisfaction. Our investment in education and training is also part of our commitment to provide new employees with a strong onboarding and orientation to our services.

We want to ensure that all MH&A employees have regular opportunities to further your knowledge and skills, and to remain current and competent in your field. As evidence is continually evolving, this requires all of us to be actively engaged in our own professional development, and for managers and leaders to support that engagement.

MH&A programs and services operate within a framework of strong multidisciplinary collaborative teams designed to work in partnership with our patients, clients and families. Team members work together to provide a supportive, recovery-based model that recognizes the diversity and complexity of patient and client needs. Optimizing this team collaboration model requires ongoing commitment to life-long learning by all members of the care team.

Our MH&A research and education department ensures that the MH&A education calendar offers an extensive array of educational offerings available for staff and physicians. We continually seek feedback from staff who participate in MH&A educational offerings to ensure that the education on offer is aligned with staff expectations and learning needs. That includes feedback about knowledge gaps that we may wish to target with new opportunities. If you have a recommendation for a training area, please let us know at [mhatraining@gov.pe.ca](mailto:mhatraining@gov.pe.ca).

We also recognize the breadth of knowledge and expertise within our team, and we'd love to learn from you! If you have unique skills or training that you would like to share, please reach out to the education team at [mhatraining@gov.pe.ca](mailto:mhatraining@gov.pe.ca).

In closing I want to thank the MH&A Research and Education team for their continued efforts in supporting the MH&A division. They work very hard to remain current and abreast of changing practice(s) within the field of MH&A, locally, across Canada, and around the globe, and to respond to your feedback and emerging evidence to continually improve the way we deliver training.

Their efforts and your participation contribute greatly in ensuring Islanders have access to top quality MH&A services across the province.

Happy studying!

Rebecca Jesseman  
Executive Director for Mental Health and Addictions  
Health PEI



# Section 1: General Information



## Our Purpose

In alignment with the 2016 – 2026 Mental Health and Addictions Strategy, Health PEI is building a community first system of care that allows Islanders to receive the care they need, when they need it, in the most appropriate setting as close to home as possible. Culturally safe and competent programs and services must be available to everyone. Services are delivered using the best available knowledge, and are informed by ongoing monitoring and evaluation, including input from those with lived experience. The Mental Health and Addictions Education department is committed to the community first philosophy by providing employees and clinicians with core introductory training, supplementary intermediate training, and advanced education opportunities that support patients and clients in receiving culturally safe and evidence-based care when accessing mental health or addictions service across Prince Edward Island.

The 2024 -2025 education calendar was developed in consultation with a variety of leaders across the division. The document provides employees with an outline of what is expected from their professional roles and what is offered to support onboarding and ongoing learning. We strongly recommend that employees identify their own professional learning needs and arrange a time to meet with their direct supervisor to develop a learning development plan. Professional development and education are essential components of ongoing professional growth within Mental Health & Addictions. Active engagement is necessary in providing opportunities to support learning, mentorship, and wellness for all employees to foster a collaborative and multi-disciplinary team.

Our Mental Health and Addictions Research and Education Department continues to support staff learning opportunities. The department would like to commend staff for their commitment to their ongoing professional development. As we expand our available resources, additional training opportunities will be added. For the most recent training calendar available, please consult the electronic version of this calendar posted on the Health PEI Staff Resource Center.

# Service Delivery Improvements for 2024-2025

1. To be more inclusive to new staff and clinicians living and working in Western Prince Edward Island, the education department will now begin to offer our Welcome to Mental Health and Addictions course at Prince County Hospital.
2. Due to changes in the online modules for Recovery Oriented Care by Alberta Health Services, Practical Application of Trauma Informed and Recovery Oriented Care has now been changed to Practical Application of Trauma Informed Care. Recovery Oriented Care will now be featured throughout multiple courses offered by the department.
3. Emerging from the Multi-Disciplinary Knowledge Exchange, Dr. Jancke Pienaar has agreed to continue his course on borderline personality disorder (BPD) for the division. The course will now continue as a regular course within the calendar.
4. Emerging from the Multi-Disciplinary Knowledge Exchange, Ian MacAusland-Berg MA has agreed to continue his course on Introduction to Acceptance and Commitment Therapy for the division. The course will now continue as a regular course within the calendar.
5. Autism Spectrum Disorder Modules, SEE, THINK, ACT: Relational Security, have been added to the Two-Week Orientation for all new clinicians and staff starting in the department. MHA Skills Lab: Venipuncture has been added to the Two-Week Training for Registered Nurses and Licensed Practical Nurses working within the division.
6. Autism Spectrum Disorder (ASD) Modules and Coping with Psychosis have been added to Core Training for all clinical staff within Mental Health and Addictions. SEE, THINK, ACT: Relational Security has been added as a core training requirement for staff working in all Acute & Transition services.
7. In partnership with the Office of the Child and Youth Advocate we are pleased to offer a course focusing on the PEI *Child and Youth Advocate Act (2020)*. This course will be offered quarterly in a synchronous virtual format. This course is recommended for all staff and physicians working alongside children, youth and their families.
8. Basic Life Support (BLS) – Standard will be offered twice a year for new clinical staff entering the division. Basic Life Support (BLS) – Refresher will continue to be offered routinely throughout the calendar year.

# How to Select and Register for Training

The Mental Health and Addictions Research and Education Department schedules training on an ongoing basis. The department's goal is to offer core training frequently, to ensure new employees receive training in a timely manner. Several non-core courses (including on-line courses) are offered to enrich the learning and professional development culture in our services. Certain core training requires re-certification at regular intervals, please see core training to evaluate which courses require certification. Please note that some of the introductory courses double as "booster" sessions for staff looking to refresh their knowledge. Please consult with the MHA Research and Education Department for any clarification by e-mailing [mhatraining@gov.pe.ca](mailto:mhatraining@gov.pe.ca)

Registration for all **virtual** and **in-person** training is through **Eventbrite**. Employees will be required to provide contact information in the form of email address and telephone number and will need to frequently check their email after registering for training updates or changes to course information.

Please note that Health PEI work emails must be used when registering for sessions in Eventbrite. If you do not have a Health PEI work email, you will be screened to confirm your employment with Health PEI by [mhatraining@gov.pe.ca](mailto:mhatraining@gov.pe.ca). Please check your email regularly for course updates.

## Step-by-Step Instructions: How to Register for Courses on Eventbrite

1. Google the phrase "Eventbrite PEI"
2. Click on the link that says "Prince Edward Island Events & things to do| Eventbrite"
3. In the search bar that says, "search events" type in "mental health and addictions" (has to be written out)
4. The next screen should be a list of the available courses, with the green MH&A background
5. Find a course.
6. Click on the orange, SELECT A DATE button ... you should then see a list of available dates for that course.
7. If you do not see the course, you are looking for *search for the title of the course* in the search box or copy and paste the URL found in course description section.

Click here to go straight to the Eventbrite page: [\[MHA Coordinator Eventbrite Link\]](#)

## Additional Information

**Attendance Minimum:** To foster respect for our instructors and participants, when a session's attendance and/or registration is less than six individuals, class **might** be cancelled or rescheduled for another time. Some course guidelines require a minimum number of participants for the partnering organization to certify the participants. We apologize for any inconvenience this may cause.

**Cancellation Policy:** If you are unable to attend a training session you are registered for, you are responsible for cancelling your registration in Eventbrite (via the course registration link) to provide an opportunity for waitlisted registrants access to your seat. If you must cancel on the day of training, please email [mhatraining@gov.pe.ca](mailto:mhatraining@gov.pe.ca) and notify your direct supervisor of the reasons for cancelling. If you are having difficulty using Eventbrite, please contact MHA Education office at or [mhatraining@gov.pe.ca](mailto:mhatraining@gov.pe.ca).

**Course Application Form:** Employees are required to complete the course application form (appendix B) prior to completing the online registration through Eventbrite. Employees are required to obtain their direct supervisors' approval for the course and then scan the form to [mhatraining@gov.pe.ca](mailto:mhatraining@gov.pe.ca).

**Funding:** Funding is available for certain unions and excluded employees through the Development & Training Funds. Information about funds and the application process may be found at the Health PEI Staff Resource Centre: [\[Funding Link\]](#).

**Health PEI Orientation:** Health PEI core online orientation modules are required to be completed upon hire. The Mental Health and Addictions Human Resource team will email a letter pertaining to the orientation modules. If this letter is misplaced the Health PEI core online orientation modules can be found on the Staff Resource Centre (SRC): [\[Health PEI Orientation Link\]](#)

**MHA Continuing Education Verification Form:** Please have course facilitators sign your Education Verification form (Appendix A) for you to take back to your work area for submission to timekeeper or payroll person to ensure education hours are captured properly. Staff can print off and bring their own forms, and facilitators will be asked to ensure they have these signed forms available for staff at in-person training sessions.

**The Public Service Commission:** The Public Service Commission provides training for provincial government employees through their Pathways for Learning Courses. For further information please go to: [\[Public Service Commission Link\]](#)

**Storm Policy:** For both facilitators and participants, the Storm Policy follows the government offices' cancellation policy. As Health PEI employees, we are still required to work on days when civil offices are closed. Some training will be held in partnership with civil offices or employees, making cancellation on days when civil offices locations are closed the preferred option. If the civil offices are delayed or closed in the area where training is occurring (Prince, Queens, or Kings), training both virtual and in-person, will be canceled and rescheduled.

**Travel:** Employees are encouraged to schedule training close to your area of work. Compensation for travel for the purpose of training requires approval from your direct supervisor.

**Questions:** If you have questions about the appropriateness of any given course for your role, please don't hesitate to contact your direct supervisor or a member of the Mental Health & Addictions Education Team: [mhatraining@gov.pe.ca](mailto:mhatraining@gov.pe.ca)

**PLEASE NOTE:**

MHA Education Department is now providing training to all MHA staff and some Health PEI and community partners. We recommend MHA staff book core training as early as possible. If you are registered for a session, we recommend you secure your seat, as courses such as Non-Violent Crisis Intervention, Advanced Code White, Suicide Risk Screening, Assessment, and Intervention are on a first come first served basis.

# Welcome to Mental Health and Addictions

The Mental Health and Addictions (MHA) Education Department is pleased to provide clinicians entering MHA services with a welcome orientation into the MHA division of Health PEI. Through orientation, clinicians will be acquainted with the values, mission statement and goals of the organization as well as existing and upcoming programs and buildings outlined in strategic planning. Clinicians will also complete necessary educational components before delivering trauma-informed, recovery-oriented and patient-centered care to patients and clients within their designated worksites.

**Day 1:** Pre-Requisite to Welcome to MHA Services: Please be advised that there are **11 hours** of online modules to be completed prior to attending this session. You will be compensated a total of 11 hours for the time spent completing the MHA core online orientation. Completed certificates, where available, are to be submitted to [mhatraining@gov.pe.ca](mailto:mhatraining@gov.pe.ca) or shown to the facilitators on the day of the in-person course.

## List of Online Pre-requisite Modules:

- Cultural Competency for Behavioral Health Care
- **(5 Online Learning Modules)**
- Employee Health and Assistance Programs [Coming Soon]
- Maintaining Professional Boundaries in MHA Therapeutic Relationships
- MHA All Hazards Management Planning
- Onboarding - Overview of Mental Health and Addictions [Video]
- Documentation Standards [Videos] 1 -3
- Infection Prevention and Control [Coming Soon]
- Mental Status Examination (MSE) [Video]
- Patient Safety Orientation (PSMS Part 1) [Video]
- Violence Prevention [Video]

**Day 2:** Welcome to Mental Health and Addictions Services

- Location: Hillsborough Hospital
- Duration: 6.5 Hours

Register here: [\[Welcome to Mental Health and Addiction Registration Link\]](#)

# Orientation Schedule

In conjunction with the Welcome to MHA Services Session, the education department recommends that newly hired staff within Mental Health and Addictions attend two weeks of orientation available in September, November, January, March, May, and June. The courses offered during the two-week orientation will deliver fundamental foundational knowledge and skills for staff to safely and therapeutically work alongside patients, families, and clients in mental health and addiction services. Please get in touch with your direct supervisor to arrange your orientation schedule.

## Two Week Orientation Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
At Home Learning (At Home)	0900 – 1600 Welcome to MHA Services (In-Person) *  * 10 Hours Online – Independent Modules required to take this course. Please review the course description for further details.	0930 – 1200 Group Facilitation Skills (In-Person)  1300 – 1600 Practical Application of Trauma Informed Care (In-Person) *  * 3.5 Hours Online – Independent Module required to take this course. Please review the course description for further details.	0900 – 1200 Suicide Risk Screening and Assessment (Virtual)  1300 – 1500 Intro to Substance Use and Addictions (Virtual)	0900 – 1230 Venipuncture Skills Lab ( <b>Nursing Only</b> )  1330 – 1530 Intro to the MH Act, CCRB and Legislation. (Virtual)
Monday	Tuesday	Wednesday	Thursday	Friday
0900 – 1600 Non-Violent Crisis Intervention (In-Person) *  * 3 Hours Online – Independent Module required to take this course. Please review the course description for further details.	0830 – 1600 PowerChart Practice Scenarios (In-Person) *  * Site Specific	0800 – 1200 SEE, THINK, ACT: Relational Security (In-Person)  1300 – 1600 Autism Spectrum Disorder Modules (Online – Asynchronous)	0800 - 1600 Advanced Code White (In-Person)	0830 – 1030 Transferring, Lifting, and Repositioning (TLR) Refresher (In-Person)  1100 – 1200 Glucometer Training (In-Person)  1300 – 1530 Basic Life Support (BLS) Refresher (In-Person)

Please note – the Welcome session can be located at Hillsborough Hospital or Prince County Hospital. Please review the location before attending the session.





# Section 2: Course Offerings

CODE	LOCATION	CODE	LOCATION
HH TR	Hillsborough Hospital Training Room	QEH	Queen Elizabeth Hospital
HH CR	Hillsborough Hospital Computer Room	VLA	Virtual Learning (Asynchronous)
KCMH	Kings County Memorial Hospital	VLS	Virtual Learning (Synchronous)
LL	Link Letter Community Centre	WH	Western Hospital
PCH	Prince County Hospital		

## September 2024

Date	Time	Course	Location
3	0830 – 1200	PowerChart: Allied Health	HH CR
3	1300 – 1430	PowerChart: View Only	HH CR
4	0830 – 1600	Advanced Code White	WH
4	0900 – 1200	Gentle Persuasive Approaches (GPA) in Dementia Care: Refresher	HH TR
5	0900 – 1100	Borderline Personality Disorder	HH TR
6	0830 – 1600	PowerChart: Practice Scenarios	HH CR
9	0900 – 1600	Non-Violent Crisis Intervention Blended	LL
10	0900 – 1200	Supporting Gender Diverse Identities and Communities	HH TR
10	1300 – 1600	Neurodiversity: Supporting Individuals in Healthcare Settings	HH TR
11	0900 – 1600	Motivational Interviewing: Day 1	HH TR
12	0830 – 1600	PowerChart: Practice Scenarios	HH CR
12	0800 – 1600	Advanced Code White	HH TR
13	0800 – 1600	Mental Health First Aid – Standard	VLS
13	0830 – 0930	FirstNet Training	HH CR
16	0900 – 1600	Heart Saver/ First Aid	WH
17	0800 - 1600	Advanced Code White	QEH
17	0900 – 1600	Welcome to MHA Services	HH TR
18	0930 – 1200	Group Facilitation Skills	HH TR
18	1300 – 1600	Practical Application of Trauma Informed Care	HH TR
19	0900 – 1200	Suicide Risk Screening, Assessment and Intervention	VLS
19	1300 – 1500	Intro to Substance Use and Addiction	VLS
20	0900 – 1200	MHA Skills Lab: Venipuncture	HH TR
20	1300 – 1500	Mental Health Act, Criminal Code Review Board and Legislation	VLS
23	0900 – 1600	Non-Violent Crisis Intervention Blended	HH TR
24	0830 – 1600	PowerChart: Practice Scenarios	HH CR
24	0830 – 1630	Advanced Code White	PCH
25	0800 – 1200	SEE, THINK, ACT: Relational Security	HH TR
25	1300 – 1600	Autism Spectrum Disorder Modules	VLA
27	0800 – 1600	Advanced Code White	HH TR
27	0830 – 1030	Transfer, Lifting, and Repositioning (TLR) Refresher	HH TR
27	1100 – 1200	Glucometer Training	HH TR
27	1300 – 1530	Basic Life Support (BLS) Refresher	HH TR

Two-Week Orientation

## October 2024

Date	Time	Course	Location
1	0830 – 1200	PowerChart: Allied Health	HH CR
1	1300 – 1430	PowerChart: View Only	HH CR
2	0900 – 1100	Pilot: Prince Edward Island Child & Youth Advocate Act	VLS

2	0900 – 1600	Motivational Interviewing: Day 2	HH TR
3	0830 – 1600	PowerChart: Practice Scenarios	HH CR
3	0900 – 1100	Management Learning Series: Budgeting & Finance	HH TR
4	0830 – 0930	FirstNet Training	HH CR
8	0900 – 1600	Gentle Persuasive Approaches (GPA) in Dementia Care	HH TR
9	0900 – 1130	Basic Life Support (BLS) Refresher	HH TR
9	1300 – 1530	Basic Life Support (BLS) Refresher	HH TR
10	0800 – 1600	Advanced Code White	HH TR
11	0900 – 1100	MHA Skills Lab: Intramuscular (IM) Injections	HH TR
15	0900 – 1200	Management Learning Series: Human Resource Responsibilities	HH TR
15	0830 – 1600	PowerChart: Practice Scenarios	HH CR
15	0830 – 1630	Advanced Code White	PCH
16	0800 – 1600	Mental Health First Aid for Adults who Interact with Youth	HH TR
17	0900 – 1200	Suicide Risk Screening, Assessment and Intervention	VLS
18	0900 – 1200	Basic Life Support (BLS) Refresher	PCH
21	0900 – 1600	Non-Violent Crisis Intervention Blended	HH TR
22	0830 – 1600	Advanced Code White	KCMH
22	0900 – 1200	Management Learning Series: Leadership	HH TR
23	0900 – 1100	Multidisciplinary Knowledge Exchange	VLS
24	0800 – 1600	Advanced Code White	HH TR
25	0830 – 1600	PowerChart: Practice Scenarios	HH CR
25	0900 – 1200	Coping with Psychosis	HH TR
28	0900 – 1200	Management Learning Series: Peoplesoft, Performance & Attendance Management	HH TR
29	0830 – 1630	Heart Saver/ First Aid	HH TR
30	0800 - 1600	Advanced Code White	QEH
30	0830 – 1130	Management Learning Series: Quality & Patient Safety Responsibilities	HH TR

## November 2024

Date	Time	Course	Location
5	0830 – 1600	PowerChart: Practice Scenarios	HH CR
6	0900 – 1100	Acceptance and Commitment Therapy	VLS
12	0830 – 1200	PowerChart: Allied Health	HH CR
12	1300 – 1430	PowerChart: View Only	HH CR
14	0800 – 1600	Advanced Code White	HH TR
14	0830 – 1600	PowerChart: Practice Scenarios	HH CR
15	0830 – 0930	FirstNet Training	HH CR
19	0900 – 1600	Welcome to MHA Services	HH TR
20	0800 - 1600	Advanced Code White	QEH
20	0930 – 1200	Group Facilitation Skills	HH TR
20	1300 – 1600	Practical Application of Trauma Informed Care	HH TR
21	0900 – 1200	Suicide Risk Screening, Assessment and Intervention	VLS
21	1300 – 1500	Intro to Substance Use and Addiction	VLS
22	0900 – 1200	MHA Skills Lab: Venipuncture	HH TR
22	1300 – 1500	Mental Health Act, Criminal Code Review Board and Legislation	VLS
25	0830 – 1630	Advanced Code White	PCH
25	0900 – 1600	Non-Violent Crisis Intervention Blended	HH TR

Two-Week Orientation

26	0830 – 1600	PowerChart: Practice Scenarios	HH CR
27	0800 – 1200	SEE, THINK, ACT: Relational Security	HH TR
27	1300 – 1600	Autism Spectrum Disorder Modules	VLA
28	0800 – 1600	Advanced Code White	HH TR
29	0830 – 1030	Transfer, Lifting, and Repositioning (TLR) Refresher	HH TR
29	1100 – 1200	Glucometer Training	HH TR
29	1300 – 1530	Basic Life Support (BLS) Refresher	HH TR

## December 2024

Date	Time	Course	Location
3	0830 – 1200	PowerChart: Allied Health	HH CR
3	1300 – 1430	PowerChart: View Only	HH CR
4	0900 – 1100	MHA Skills Lab: Intramuscular (IM) Injections	HH CR
5	0830 – 1600	PowerChart: Practice Scenarios	HH CR
6	0830 – 0930	FirstNet Training	HH CR
9	0900 – 1600	Non-Violent Crisis Intervention Blended	HH TR
10	0900 – 1600	Gentle Persuasive Approaches (GPA) in Dementia Care	HH TR
11	0900 – 1130	Basic Life Support (BLS) Refresher	HH TR
11	1300 – 1530	Basic Life Support (BLS) Refresher	HH TR
12	0800 – 1600	Advanced Code White	HH TR
12	0900 – 1200	Suicide Risk Screening, Assessment and Intervention	VLS
17	0830 – 1600	PowerChart: Practice Scenarios	HH CR
18	0830 – 1600	Advanced Code White	KCMH
19	0800 – 1600	Advanced Code White	HH TR

## January 2025

Date	Time	Course	Location
6	0830 – 1630	Advanced Code White	PCH
6	0900 – 1100	Management Learning Series: Budgeting & Finance	HH TR
7	0830 – 1200	PowerChart: Allied Health	HH CR
7	1300 – 1430	PowerChart: View Only	HH CR
8	0900 – 1600	Motivational Interviewing: Day 1	HH TR
9	0800 – 1600	Advanced Code White	HH TR
9	0830 – 1600	PowerChart: Practice Scenarios	HH CR
10	0800 – 1600	Mental Health First Aid – Standard	VLS
10	0830 – 0930	FirstNet Training	HH CR
13	0900 – 1200	Management Learning Series: Human Resource Responsibilities	HH TR
14	0900 – 1600	Welcome to MHA Services	PCH
15	0930 – 1200	Group Facilitation Skills	HH TR
15	1300 – 1600	Practical Application of Trauma Informed Care	HH TR
16	0900 – 1200	Suicide Risk Screening, Assessment and Intervention	VLS
16	1300 – 1500	Intro to Substance Use and Addiction	VLS
17	0900 – 1200	MHA Skills Lab: Venipuncture	HH TR
17	1300 – 1500	Mental Health Act, Criminal Code Review Board and Legislation	VLS
20	0900 – 1600	Non-Violent Crisis Intervention Blended	HH TR
21	0830 – 1600	PowerChart: Practice Scenarios	HH CR
21	0900 – 1200	Management Learning Series: Quality & Patient Safety Responsibilities	HH TR

22	0800 – 1200	SEE, THINK, ACT: Relational Security	HH TR
22	1300 – 1600	Autism Spectrum Disorder Modules	VLA
23	0800 – 1600	Advanced Code White	HH TR
24	0830 – 1030	Transfer, Lifting, and Repositioning (TLR) Refresher	HH TR
24	1100 – 1200	Glucometer Training	HH TR
24	1300 – 1530	Basic Life Support (BLS) Refresher	HH TR
27	0830 – 1630	Heart Saver/ First Aid	HH TR
28	0900 – 1200	Supporting Gender Diverse Identities and Communities	HH TR
28	1300 – 1600	Neurodiversity: Supporting Individuals in Healthcare Settings	HH TR
29	0900 – 1600	Motivational Interviewing: Day 2	HH TR
30	0830 – 1600	PowerChart: Practice Scenarios	HH CR
30	0900 – 1200	Management Learning Series: Peoplesoft, Performance & Attendance Management	HH TR
31	0900 – 1200	Coping with Psychosis	HH TR
31	0900 – 1200	Management Learning Series: Leadership	HH #4

## February 2025

Date	Time	Course	Location
3	0900 – 1600	Non-Violent Crisis Intervention Blended	LL
4	0830 – 1200	PowerChart: Allied Health	HH CR
4	1300 – 1430	PowerChart: View Only	HH CR
5	0900 – 1100	Multidisciplinary Knowledge Exchange	VLS
6	0800 – 1600	Advanced Code White	HH TR
11	0830 – 1600	PowerChart: Practice Scenarios	HH CR
12	0900 – 1200	Motivational Interviewing Booster	HH TR
13	0830 – 1600	Advanced Code White	WH
13	0900 – 1200	Suicide Risk Screening, Assessment and Intervention	VLS
18	0900 – 1600	Gentle Persuasive Approaches (GPA) in Dementia Care	HH TR
19	0900 – 1600	Non-Violent Crisis Intervention Blended	HH TR
20	0800 – 1600	Advanced Code White	HH TR
20	0830 – 1600	PowerChart: Practice Scenarios	HH CR
21	0830 – 0930	FirstNet Training	HH CR
24	0900 – 1100	Pilot: Prince Edward Island Child & Youth Advocate Act	VLS
25	0900 – 1100	MHA Skills Lab: Intramuscular (IM) Injections	HH TR
26	0900 – 1130	Basic Life Support (BLS) Refresher	HH TR
26	1300 – 1530	Basic Life Support (BLS) Refresher	HH TR
27	0900 – 1100	Borderline Personality Disorder	HH TR

## March 2025

Date	Time	Course	Location
4	0830 – 1200	PowerChart: Allied Health	HH CR
4	1300 – 1430	PowerChart: View Only	HH CR
6	0800 – 1600	Advanced Code White	HH TR
6	0830 – 1600	PowerChart: Practice Scenarios	HH CR
7	0800 – 1600	Mental Health First Aid – Standard	VLS
11	0830 – 1630	Advanced Code White	PCH
12	0900 – 1100	Multidisciplinary Knowledge Exchange	VLS

18	0830 – 1600	PowerChart: Practice Scenarios	HH CR
19	0830 – 0930	FirstNet Training	HH CR
20	0800 – 1600	Advanced Code White	HH TR
25	0900 – 1600	Welcome to MHA Services	HH TR
26	0930 – 1200	Group Facilitation Skills	HH TR
26	1300 – 1600	Practical Application of Trauma Informed Care	HH TR
27	0900 – 1200	Suicide Risk Screening, Assessment and Intervention	VLS
27	1300 – 1500	Intro to Substance Use and Addiction	VLS
28	0900 – 1200	MHA Skills Lab: Venipuncture	HH TR
28	1300 – 1500	Mental Health Act, Criminal Code Review Board and Legislation	VLS
31	0900 – 1600	Non-Violent Crisis Intervention Blended	HH TR

## April 2025

Date	Time	Course	Location
1	0830 – 1600	PowerChart: Practice Scenarios	HH CR
2	0800 – 1200	SEE, THINK, ACT: Relational Security	HH TR
2	1300 – 1600	Autism Spectrum Disorder Modules	VLA
3	0800 – 1600	Advanced Code White	HH TR
4	0830 – 1030	Transfer, Lifting, and Repositioning (TLR) Refresher	HH TR
4	1100 – 1200	Glucometer Training	HH TR
4	1300 – 1530	Basic Life Support (BLS) Refresher	HH TR
8	0830 – 1200	PowerChart: Allied Health	HH CR
8	1300 – 1430	PowerChart: View Only	HH CR
9	0900 – 1200	Gentle Persuasive Approaches (GPA) in Dementia Care: Refresher	HH TR
9	0900 – 1600	Motivational Interviewing: Day 1	PCH
10	0830 – 1600	PowerChart: Practice Scenarios	HH CR
11	0830 – 0930	FirstNet Training	HH CR
11	0900 – 1200	Management Learning Series: Leadership	HH TR
14	0900 – 1600	Non-Violent Crisis Intervention Blended	HH TR
15	0830 – 1600	Advanced Code White	KCMH
15	0900 – 1100	Management Learning Series: Budgeting & Finance	HH TR
16	0900 – 1200	Suicide Risk Screening, Assessment and Intervention	VLS
17	0800 – 1600	Advanced Code White	HH TR
18	0900 – 1200	Management Learning Series: Peoplesoft, Performance & Attendance Management	HH TR
22	0830 – 1600	PowerChart: Practice Scenarios	HH CR
22	0900 – 1200	Management Learning Series: Quality & Patient Safety Responsibilities	HH TR
23	0900 – 1600	Motivational Interviewing: Day 2	PCH
23	0800 – 1200	Basic Life Support (BLS) Standard	HH TR
23	1300 – 1530	Basic Life Support (BLS) Refresher	HH TR
24	0800 – 1600	Mental Health First Aid for Adults who Interact with Youth	HH TR
25	0900 – 1100	MHA Skills Lab: Intramuscular (IM) Injections	HH TR
28	0900 – 1200	Management Learning Series: Human Resource Responsibilities	HH TR
29	0900 – 1100	Pilot: Prince Edward Island Child & Youth Advocate Act	VLS

## May 2025

Date	Time	Course	Location
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1	0800 – 1600	Advanced Code White	HH TR
1	0830 – 1600	PowerChart: Practice Scenarios	HH CR
2	0830 – 1630	Heart Saver/ First Aid	HH TR
2	0830 – 0930	FirstNet Training	HH CR
6	0900 – 1600	Welcome to MHA Services	HH TR
7	0930 – 1200	Group Facilitation Skills	HH TR
7	1300 – 1600	Practical Application of Trauma Informed Care	HH TR
8	0900 – 1200	Suicide Risk Screening, Assessment and Intervention	VLS
8	1300 – 1500	Intro to Substance Use and Addiction	VLS
9	0900 – 1200	MHA Skills Lab: Venipuncture	HH TR
9	1300 – 1500	Mental Health Act, Criminal Code Review Board and Legislation	VLS
12	0900 – 1600	Non-Violent Crisis Intervention Blended	HH TR
13	0830 – 1600	PowerChart: Practice Scenarios	HH CR
14	0800 – 1200	SEE, THINK, ACT: Relational Security	HH TR
14	1300 – 1600	Autism Spectrum Disorder Modules	VLA
15	0800 – 1600	Advanced Code White	HH TR
16	0830 – 1030	Transfer, Lifting, and Repositioning (TLR) Refresher	HH TR
16	1100 – 1200	Glucometer Training	HH TR
16	1300 – 1530	Basic Life Support (BLS) Refresher	HH TR
20	0830 – 1200	PowerChart: Allied Health	HH CR
20	1300 – 1430	PowerChart: View Only	HH CR
21	0830 – 1600	Advanced Code White	WH
21	0900 – 1600	Motivational Interviewing: Day 1	HH TR
22	0830 – 1600	PowerChart: Practice Scenarios	HH CR
23	0900 – 1200	Coping with Psychosis	HH TR
23	0900 – 1100	Multidisciplinary Knowledge Exchange	VLS
27	0830 – 1630	Advanced Code White	PCH
27	0900 – 1600	Gentle Persuasive Approaches (GPA) in Dementia Care	HH TR
28	0900 – 1200	Non-Violent Crisis Intervention Blended	HH TR
28	1300 – 1600	Neurodiversity: Supporting Individuals in Healthcare Settings	HH TR
29	0800 – 1600	Advanced Code White	HH TR
30	0900 – 1100	Acceptance and Commitment Therapy	VLS

## June 2025

Date	Time	Course	Location
3	0830 – 1600	PowerChart: Practice Scenarios	HH CR
4	0900 – 1200	Basic Life Support Refresher	PCH
4	0900 – 1600	Motivational Interviewing: Day 2	HH TR
5	0900 – 1100	Borderline Personality Disorder	HH TR
6	0900 – 1100	MHA Skills Lab: Intramuscular (IM) Injections	HH TR
10	0830 – 1200	PowerChart: Allied Health	HH CR
10	1300 – 1430	PowerChart: View Only	HH CR
12	0830 – 1600	PowerChart: Practice Scenarios	HH CR
12	0800 – 1600	Advanced Code White	HH TR
13	0830 – 0930	FirstNet Training	HH CR
17	0900 – 1600	Welcome to MHA Services	HH TR
18	0930 – 1200	Group Facilitation Skills	HH TR

18	1300 – 1600	Practical Application of Trauma Informed Care	HH TR
19	0900 – 1200	Suicide Risk Screening, Assessment and Intervention	VLS
19	1300 – 1500	Intro to Substance Use and Addiction	VLS
20	0900 – 1200	MHA Skills Lab: Venipuncture	HH TR
20	1300 – 1500	Mental Health Act, Criminal Code Review Board and Legislation	VLS
23	0900 – 1600	Non-Violent Crisis Intervention Blended	HH TR
24	0830 – 1600	PowerChart: Practice Scenarios	HH CR
25	0800 – 1200	SEE, THINK, ACT: Relational Security	HH TR
25	1300 – 1600	Autism Spectrum Disorder Modules	VLA
26	0800 – 1600	Advanced Code White	HH TR
27	0830 – 1030	Transfer, Lifting, and Repositioning (TLR) Refresher	HH TR
27	1100 – 1200	Glucometer Training	HH TR
27	1300 – 1530	Basic Life Support (BLS) Refresher	HH TR

## July 2025

Date	Time	Course	Location
3	0830 – 1600	PowerChart: Practice Scenarios	HH CR
4	0830 – 0930	FirstNet Training	HH CR
8	0830 – 1200	PowerChart: Allied Health	HH CR
8	1300 – 1430	PowerChart: View Only	HH CR
9	0800 – 1200	Basic Life Support (BLS) Standard	HH TR
9	1300 – 1530	Basic Life Support (BLS) Refresher	HH TR
10	0800 – 1600	Advanced Code White	HH TR
11	0900 – 1100	Pilot: Prince Edward Island Child & Youth Advocate Act	VLS
15	0830 – 1600	PowerChart: Practice Scenarios	HH CR
16	0900 – 1600	Non-Violent Crisis Intervention Blended	HH TR
22	0830 – 1630	Advanced Code White	PCH
23	0900 – 1200	Suicide Risk Screening, Assessment and Intervention	VLS
24	0800 – 1600	Advanced Code White	HH TR
24	0830 – 1600	PowerChart: Practice Scenarios	HH CR

## August 2025

Date	Time	Course	Location
5	0830 – 1600	PowerChart: Practice Scenarios	HH CR
7	0800 – 1600	Advanced Code White	HH TR
11	0900 – 1600	Non-Violent Crisis Intervention Blended	HH TR
12	0830 – 1200	PowerChart: Allied Health	HH CR
12	1300 – 1430	PowerChart: View Only	HH CR
13	0900 – 1200	Suicide Risk Screening, Assessment and Intervention	VLS
14	0830 – 1600	PowerChart: Practice Scenarios	HH CR
15	0830 – 0930	FirstNet Training	HH CR
20	0900 – 1130	Basic Life Support (BLS) Refresher	HH TR
20	1300 – 1530	Basic Life Support (BLS) Refresher	HH TR
21	0800 – 1600	Advanced Code White	HH TR
26	0830 – 1600	PowerChart: Practice Scenarios	HH CR



# Section 3: Training Requirements



# Core Training

The core training form lists the modules that require completion. The form below should be utilized when planning and completing education sessions in the appropriate time. For education sessions that staff complete independently, please contact [mhatraining@gov.pe.ca](mailto:mhatraining@gov.pe.ca) or your direct supervisor to ensure education sessions are logged on PeopleSoft.

## All Mental Health and Addictions Employees

Education Courses	Time Frame to Complete after Hire	Recertification Required
Coping with Psychosis: Overview and Intervention	6 Months	No
Cultural Competency for Behavioral Health Care Professionals	1 Month	No
Harm Reduction Fundamentals	6 Months	No
Incident Command System Training ICS-100	6 Months	No
Infection Prevention and Control/Employee Health	1 Month	No
Maintaining Professional Boundaries in MHA Therapeutic Relationships	1 Month	No
Mental Health and Addictions All Hazards Planning	1 Month	No
Musculoskeletal Injury Prevention Training (MSIP) [1] *[2] [3] **	3 Months	No
Non-Violent Crisis Intervention© (NVCi) Training	1 – 3 Months	Yes (Biannually)
Overview of Health PEI and Mental Health and Addictions	1 Month	No
Overcoming Stigma	1 Month	No
Psychologically Safe Workplace	1 Month	No
Suicide Risk Screening, Assessment & Intervention	1 Month	No
Supporting Gender Diverse Identities and Communities	1 Year	No
Trauma-Informed Care (TIC) e-Learning Series	3 Months	No
Unconscious Bias in the Workplace Webinar	1 Year	No
Violence Prevention and Management Training	1 Year	No
Welcome to MHA Services	3 Months	No
WHMIS	1 Month	No

\* Pick **one** depending on area, [1] Transferring, Lifting and Repositioning (TLR), [2] Workstation/ Office Ergonomics or [3] SMART Training

\*\* For SMART© Training please contact your manager or supervisor.

# Department Specific Core Training

The department specific core training form lists the modules that require completion as per location and designation. The forms below should be utilized when planning and completing education sessions in the appropriate time. For education sessions that staff complete independently, please contact [mhatraining@gov.pe.ca](mailto:mhatraining@gov.pe.ca) or your manager/ supervisor to ensure education sessions are logged on PeopleSoft.

## Administration and Divisional Leadership, Research, Education, Operations & Programming Teams

All Sites within Mental Health and Addictions		
Education Courses	Time Frame to Complete after Hire	Recertification Required
Advanced Code White	6 Months	Yes (Annually)
Autism Spectrum Disorder Modules	3 Months	No
creo™ Express (Comprehensive Research Education Online) (For Clinical Supervisors, Managers, and Clinical Leads)	Inquire with Direct Supervisor	No
Heart Saver/ First Aid Course	6 Months	Yes (Triennially)
Emergency Management Training: Incident Command System Training ICS-100, ICS-200, ICS-300	3-6 Months	No
PEI Mental Health Act, Criminal Code Review Board and Legislation	6 Months	No
Management Series (5 Courses)	3-4 Months	No

## Administrative Support Teams

All Sites within Mental Health and Addictions		
Education Courses	Time Frame to Complete after Hire	Recertification Required
Advanced Code White	6 Months	Yes (Annually)
Heart Saver/ First Aid Course	6 Months	Yes (Triennially)
PEI Mental Health Act, Criminal Code Review Board and Legislation	6 Months	No

## Support Service Teams

All Sites within Mental Health and Addictions		
Education Courses	Time Frame to Complete after Hire	Recertification Required
Food Safety Certification - SafeCheck® Advanced (24/7 Nutritional Service Staff)	1 Month	Yes (Quinquennially)
Heart Saver/ First Aid Course	6 Months	Yes (Triennially)

## Acute & Complex Care Clinical Teams

Education Courses	Time Frame to Complete after Hire	Recertification Required
Advanced Code White	Immediately	Yes (Annually)
Autism Spectrum Disorder Modules	3 Months	No
Basic Life Support (BLS)	Prior to Hire/ Immediately	Yes (Annually)
Building a Motivational Interviewing Toolkit <i>(Scope Dependent)</i>	6 Months	No
Cognitive Behavioral Therapy (CBT) <i>(Scope Dependent   Supervisor Approval Required)</i>	Inquire with direct supervisor.	No
Dialectical Behavior Therapy (DBT) <i>(Scope Dependent   Supervisor Approval Required)</i>	Inquire with direct supervisor.	No
Documentation Series	1 Month	No
Family, Patient Centered Care	1 Month	No
FirstNET Training <i>(Emergency Department Short Stay Unit Only)</i>	Immediately	No
Gentle Persuasive Approaches (GPA©) in Dementia Care	3 Months	Yes (Triennially)
Group Facilitation Skills <i>(Scope Dependent)</i>	6 Months	No
Introduction to Substance Use & Addictions	3 Months	No
Mental Status Examination <i>(Scope Dependent)</i>	1 Month	No
PEI Mental Health Act, Criminal Code Review Board, and Legislation	3 Months	No
PowerChart: Practice Scenarios <i>(Scope Dependent   RN, LPN, RCW, PCW, YW, SSW Only)</i>	Immediately	No
PowerChart: Allied Health <i>(Scope Dependent   Psychologist, PT, SW, OT, OTA Only)</i>	Immediately	No
Practical Application of Trauma Informed Care	3 Months	No
Psychopharmacology <i>(Scope Dependent)</i>	1 Month	No
SEE THINK ACT: Relational Security Training	1 Year	No

## Transitions Clinical Teams

Addiction Intensive Day Program	Brackley Stables	Brackley Small Options Home	
Lacey House	Strength Program	Structured Programming	
St. Eleanor's House	Transitional Programming (PATF)	Talbot House	
Education Courses		Time Frame to Complete after Hire	Recertification Required
Advanced Code White		1 Month	Yes (Annually)
Autism Spectrum Disorder Modules		3 Months	No
Building a Motivational Interviewing Toolkit <i>(Scope Dependent)</i>		3 Months	No
Cognitive Behavioral Therapy (CBT) <i>(Scope Dependent   Supervisor Approval Required)</i>		Inquire with direct supervisor.	No
Dialectical Behavior Therapy (DBT) <i>(Scope Dependent   Supervisor Approval Required)</i>		Inquire with direct supervisor.	No
Documentation Series		1 Month	No
Family, Patient Centered Care		1 Month	No
Food Safety Certification - SafeCheck® Advanced <i>(24/7 Service Staff)</i>		1 Month	Yes (Quinquennially)
Gentle Persuasive Approaches (GPA©) in Dementia Care		3 – 6 Months	Yes (Triennially)
Group Facilitation Skills <i>(Scope Dependent)</i>		3 Months	No
Heart Saver/ First Aid		1 Month	Yes (Triennially)
Introduction to Substance Use & Addictions		3 Months	No
Mental Status Examination <i>(Scope Dependent)</i>		1 Month	No
PEI Mental Health Act, Criminal Code Review Board, and Legislation		3 Months	No
PowerChart: Practice Scenarios <i>(Structured Programming   RN, LPN, RCW, PCW, SSW)</i>		Immediately	No
PowerChart: Allied Health <i>(Structured Programming   Psychologist, PT, SW, OT, OTA)</i>		Immediately	No
Practical Application of Trauma Informed Care		3 Months	No
Psychopharmacology <i>(Scope Dependent)</i>		1 Months	No
SEE THINK ACT: Relational Security Training		1 Year	No

## Community Clinical Teams

Adult Mental Health Team	Adult Addictions Team	Children’s Mental Health Team	
FACT Teams	Insight Program	Outreach Services	
Occupational Stress Injury	Opioid Replacement Therapy	Outpatient Withdrawal	
Student Well-Being Teams	Seniors Mental Health Team		
Education Courses		Time Frame to Complete after Hire	Recertification Required
Advanced Code White		3 Month	Yes (Annually)
Building a Motivational Interviewing Toolkit <i>(Scope Dependent)</i>		3 Months	No
Case Management <i>(Location Dependent)</i>		3 Months	No
Cognitive Behavioral Therapy (CBT) <i>(Scope Dependent   Supervisor Approval Required)</i>		Inquire with direct supervisor.	No
Dialectical Behavior Therapy (DBT) <i>(Scope Dependent   Supervisor Approval Required)</i>		Inquire with direct supervisor.	No
Documentation Series		1 Month	No
Family, Patient Centered Care		1 Month	No
Food Safety Certification - SafeCheck® Advanced <i>(24/7 Service Staff)</i>		1 Month	Yes (Quinquennially)
Gentle Persuasive Approaches (GPA©) in Dementia Care		3 – 6 Months	Yes (Triennially)
Group Facilitation Skills <i>(Scope Dependent)</i>		3 Months	No
Heart Saver/ First Aid		1 Month	Yes (Triennially)
Introduction to Substance Use & Addictions		3 Months	No
Mental Status Examination <i>(Scope Dependent)</i>		1 Month	No
PEI Mental Health Act, Criminal Code Review Board, and Legislation		3 Months	No
Practical Application of Trauma Informed Care		3 Months	No
Psychopharmacology		1 Month	No

# Section 4: Course Descriptions



# In-House Educational Offerings

For training, please discuss with your supervisor as per the site's protocol.

## Acceptance and Commitment Therapy

Acceptance and Commitment Therapy (ACT) is an evidence-based psychotherapy that focuses on helping individuals develop psychological flexibility and acceptance of difficult emotions, thoughts, and experiences. It is aimed at assisting individuals to live more meaningful and values-driven lives, despite the presence of challenges and pain. This presentation will discuss key components such as cognitive defusion, acceptance, contact with the present moment, values-based Action: And committed action: The goals of ACT are to reduce avoidance and resistance to difficult emotions and experiences, increase psychological flexibility and acceptance, encourage values-driven living, and improve overall well-being and life satisfaction Some of the benefits are reduced symptoms of anxiety, depression, and trauma, improved relationships and social connections and increased resilience and stress management and enhanced overall quality of life.

Pre-requisite: [\[Pre-requisite Link\]](#) (12 Minutes)

- Presentation Type: Virtual
- Duration: 2 hours

Register here: [\[Acceptance and Commitment Therapy Registration Link\]](#)

## Advanced Code White

Advanced Code White is a one-day scenario-based training providing individuals working and intervening with resistive or actively aggressive acting-out-persons. The course provides a framework to guide the response team's immediate response to a crisis which may impact the safety and well-being of patients, the public and staff in our workplace setting.

- Presentation Type: In person
- Duration: 7.5 hours

Registration: Please select location

KCMH: [\[Advanced Code White – Kings County Memorial Hospital Registration Link\]](#)

HH: [\[Advanced Code White – Hillsborough Hospital Registration Link\]](#)

PCH: [\[Advanced Code White – Prince County Hospital Registration Link\]](#)

QEH: [\[Advanced Code White – Queen Elizabeth Hospital Registration Link\]](#)

WH: [\[Advanced Code White – Western Community Hospital Registration Link\]](#)

## Basic Life Support – BLS

Basic Life Support is the foundation for saving lives after cardiac arrest. It is designed for healthcare professionals and trained first responders who provide care to patients in a wide variety of settings and teaches both single-rescuer and team basic life support skills for application in pre-hospital and in-facility settings.

- Presentation Type: In person
- Duration: 4 hours (Standard)  
2.5 hours (Refresher) **Only for individuals who have previously completed BLS Standard**

Registration: Please select location

HH (Standard): [\[Basic Life Support – Standard – Hillsborough Hospital Registration Link\]](#)

HH (Refresher): [\[Basic Life Support – Refresher – Hillsborough Hospital Registration Link\]](#)

PCH (Refresher): [\[Basic Life Support – Refresher – Prince County Hospital Registration Link\]](#)



## Borderline Personality Disorder

This course provides an introductory exploration of Borderline Personality Disorder (BPD), focusing on its clinical characteristics, etiology, comorbidities, and attachment styles. Participants will gain knowledge on defense mechanisms that can be observed in individuals with BPD as well as knowledge on how to better support BPD clients and patients within acute care facilities or in the community using the SET technique.

- Presentation Type: In person
- Duration: 2 hours

Register here: [\[Borderline Personality Disorder – Registration Link\]](#)

## Building a Motivational Interviewing Toolbox – The Basics

Motivational interviewing is an evidence-based, person-centered, collaborative conversation style for strengthening a person's own motivation and commitment to change. It is trauma informed, strength-based and applies to a range of change behaviors including concurrent disorders and medication/ treatment adherence. It is suitable for ages adolescents-geriatric. This 2-day course will offer an overview of MI and provide hands-on skills and strategies to develop rapport, increase motivation and commitment to change. Opportunities for practice and feedback will be provided. **Please register for day 1 and day 2.**

- Presentation Type: In person
- Duration: 6 hours each day (12 hours in total)

Registration: Please select location

HH (Day 1): [\[Motivational Interviewing Day 1 – Hillsborough Hospital Registration Link\]](#)

HH (Day 2): [\[Motivational Interviewing Day 2 – Hillsborough Hospital Registration Link\]](#)

PCH (Day 1): [\[Motivational Interviewing Day 1 – Prince County Hospital Registration Link\]](#)

PCH (Day 2): [\[Motivational Interviewing Day 2 – Prince County Hospital Registration Link\]](#)

## Case Management

In partnership with our clients, the course will introduce the process of guiding, assessing, and coordinating care through complex healthcare and social systems to achieve and maintain clients' desired health outcomes. Participants will understand the importance of setting realistic goals and strategies to attain obtainable outcomes to improve the client's health care goals. The session will also explore personal strategies to guide professionals through the decision-making and self-care processes.

- Note: Please contact [mhatraining@gov.pe.ca](mailto:mhatraining@gov.pe.ca) for further information.

## Coping with Psychosis: Overview and Interventions

This course will provide an overview of psychosis with an emphasis on gaining practical assessment and intervention skills to provide effective support to clients experiencing psychosis, their family members, and caregivers. Participants will also review best practices for crisis intervention and learn about available psychoeducational and community resources to promote recovery-oriented practice and client resilience.

- Presentation Type: In person
- Duration: 3 hours

Register here: [\[Coping with Psychosis Registration Link\]](#)

## Emergency Management Training: Incident Command

PEI Emergency Measures Organization offers training courses throughout the year. Training programs are offered to help individuals and organizations prepare for and effectively manage emergency situations in their community. **Incident Command System (ICS) 100** will help you learn the principles of the Incident Command System and to briefly acquaint you with the basic ICS structure and terminology. **ICS 200** focuses on smaller, less complex incidents and events and is an awareness-level course on the Incident Command System. The course builds on concepts learned in ICS 100, providing more detail on the features, principles, responsibilities and organizational structure of the system. It also provides the foundation for higher level ICS training. **ICS 300** focuses on expanding and complex events. This course builds on ICS 200, going into more detail about the planning process, organizational and staffing structures, employing unified command, assessing and setting objectives, and demobilizing from larger incidents.

Please sign up using the [Basic Course Registration Form for Incident Command Systems 100](#) and using the [Advanced Course Registration Forms for Incident Command Systems 200 & 300](#)

- Presentation Type: In person or self-study
- Duration: 8 hours

Register here: [\[Emergency Management Training: Incident Command Information and Registration Form\]](#)

## FirstNET Training

FirstNET training is used for Mental Health and Addictions staff working in the Mental Health and Addictions Emergency Department and Short Stay Unit. This course provides training on the Emergency Departments (ED) LaunchPoint board for patient care as well as how to appropriately document information in the ED. This course has 2 components, one is self-learning watching videos located on the Health PEI Staff Resource Center and the other is attending a scenario-based classroom session.

\*Prerequisite Training: Complete [PowerChart Practice Scenarios](#) and reviewing the online [FirstNet \(ED\) and ED LaunchPoint documents](#) located here: [\[CIS Training Materials\]](#)

- Presentation Type: In person
- Duration: 1 hour

Register here: [\[FirsNET Training Registration Link\]](#)

## Food Safety Course

Food premises operators in PEI can register online for food safety training. A certified public health inspector will present current information on food hygiene, preparing food safely and preventing food poisoning. The one-day workshop will be offered at various dates and locations throughout PEI.

**Cost \$57.50. Payable online and non-refundable. Please see website for upcoming dates and locations**

Register here: [\[Food Safety Course Registration Link\]](#)

## Gentle Persuasive Approaches (GPA®) in Dementia Care

GPA Basics (Supporting Persons with Responsive Behaviors) is an evidence-based education session designed for team members who care for older adults who display responsive behaviors associated with dementia. Learners complete four modules which include interactive exercises, creative multimedia, and reflective learning. **Note the refresher is required to be attended every 2 years. If recertification goes over the 2-year mark, please take the full course.**

- Presentation Type: In person

- Duration: Full Course - 7 hours

Register here: [\[Gentle Persuasive Approaches – Full Course Registration Link\]](#)

- Refresher – 3 hours

Register here: [\[Gentle Persuasive Approaches – Refresher Course Registration Link\]](#)

## Glucometer Training

Education session to provide Point of Care Glucometer training. Employees will receive training and certification using the Nova StatStrip meter for POC glucose testing, as well as understand the requirements for competency and re-certification. The session will consist of policy and meter overview, practice of skills and a quiz.

- Presentation Type: In person
- Duration: Full Course: 1 hour

Register here: [\[Glucometer Training Registration Link\]](#)

## Group Facilitation Skills

The aim of this training is to provide participants with a fundamental understanding of group dynamics and the tools and techniques that will help increase facilitator confidence and group participation. You will learn techniques to help create a safe and supportive environment for group participants, keep the group on task and create a culture of respect within the group.

- Presentation Type: In person
- Duration: 2.5 hours

Register here: [\[Group Facilitation Skills Registration Link\]](#)

## Heart Saver / First Aid Course

Heart Saver Course is the foundation for saving lives after cardiac arrest. It is designed for healthcare professionals and trained first responders who provide care to patients in a wide variety of settings and teaches both single-rescuer and team heart saver skills.

- Presentation Type: In person
- Duration: 8 hours

HH: [\[Heart Saver & First Aid Course – Hillsborough Hospital Registration Link\]](#)

WH: [\[Heart Saver & First Aid Course – Western Community Hospital Registration Link\]](#)

## Introduction to Substance Use & Addiction

This course introduces the concepts of substance use, misuse, and addiction. Participants will learn about commonly misused substances, and the impact of substance use and gambling on clients and families. This course will explore key processes that exacerbate substance use with a focus on the social determinants of health. Evidence-informed approaches to treatment will also be discussed.

- Presentation Type: Virtual
- Duration: 2 hours

Register here: [\[Intro to Substance Use & Addictions Registration Link\]](#)

## Mental Health and Addictions Skills Lab

The skills lab will give staff the opportunity to review theoretical concepts of nursing practice through guided demonstration and instruction. The session will allow nurses to engage in hands-on learning in a safe environment

through an experienced instructor. Currently, the two labs offered are: Intramuscular (IM) Injections and Venipuncture.

**This course is only open to RNs and LPNs in Mental Health and Addictions.**

- Presentation Type: In-person
- Duration: 2.5 Hours

Register here:

Intramuscular (IM) Injections: [\[MHA Skills Lab Intramuscular Injections Registration Link\]](#)

Venipuncture: [\[MHA Skills Lab Venipuncture Registration Link\]](#)

## Managers Learning Series

In collaboration with the Mental Health and Addictions Leadership, Human Resources Department, Quality Risk Manager, Health PEI Finance, Payroll Services, the management series will provide new leaders with the relevant knowledge, skills and tools to assist them to fulfill their leadership roles within Health PEI Mental Health and Addictions Services. The 5 sessions included in this series will be offered 3 times a year in the 1<sup>st</sup>, 3<sup>rd</sup> and 4<sup>th</sup> quarters covering topics related to:

1. [Human Resource Responsibilities for New MHA Leaders](#)
2. [Budgeting & Finance for New MHA Leaders](#)
3. [Leadership for New MHA Leaders](#)
4. [Peoplesoft, Performance, & Attendance Management for New MHA Leaders](#)
5. [Quality & Patient Safety Responsibilities for New MHA Leaders](#)

**These courses are open to those in leadership roles such as supervisors, managers and directors.**

- Presentation Type: In-person or Virtual
- Duration 15 hours in total
- Please Click on the links above to register for a session

## Mental Health First Aid - Standard

MHFA Standard is intended for adults interacting with adults (18 years and older). This course focuses on the four most common mental health disorders including substance related, mood related, anxiety and trauma related, and psychotic disorders.

- Presentation Type: Virtual
- Duration: 7.5 hours

Register here: [\[Mental Health First Aid – Standard Registration Link\]](#)

## Mental Health First Aid for Adults who Interact with Youth

This course is intended for an adult audience whose primary focus is youth (aged 14-25). In addition to the four most common disorders discussed in Mental Health First Aid - Standard, this course includes instruction about eating disorders and deliberate self-injury. Participants who take this course are well prepared to interact confidently about mental health with the young people in their lives, including at schools, extra-curricular activities, social services, family, friends, and communities. This session has a **minimum number** of participants required for the facilitator to be able to offer the program. If there are not enough registrants or if registrants do not show up on the day of training the event will be cancelled. The MHA Training Team apologizes for any inconvenience this may cause.

- Presentation Type: In person
- Duration: 8 hours

Register here: [\[Mental Health First Aid for Adults who Interact with Youth Registration Link\]](#)

## Motivational Interviewing Booster

Research has demonstrated that becoming proficient in Motivational interviewing is like learning to play a musical instrument; first you have the lesson, then you practice, and then you get feedback on the practice. Feedback and coaching are integral parts of learning and getting better at MI as without them, it is like practicing archery in the dark- you don't know if you have reached your target. This one-day course will offer a brief review of the MI skills covered in basic training. The emphasis will be on practicing the skills and strategies learned previously in a collaborative learning environment to help you reach your target. We will also explore challenges and successes experienced by group members in using MI in their work settings.

**\*Pre-requisite Training: Previous participation in an MI Basics or Introductory MI course\***

- Presentation Type: In person
- Duration: 6 hours

Register here: [\[Motivational Interviewing Booster Registration Link\]](#)

## Multidisciplinary Knowledge Exchange

Utilizing a multidisciplinary approach to learning, the Multidisciplinary Knowledge Exchange seeks to foster collaboration between different clinicians and sites by offering an array of individual sessions lectured each time by a different experienced clinician. Each session will showcase an individual clinician's knowledge as they share their experience and skills with their peers. Topics will be released closer to the presentation date.

- Presentation Type: Virtual
- Duration: 2 hours

Register here: [\[Intro to the FACT Team & Community Treatment Orders \(CTO\) Link\]](#)

Register here: [\[Integrating Complementary and Alternative Healing into Mental Health Care Link\]](#)

## Neurodiversity: Supporting Individuals in Healthcare Settings

The course will provide knowledge on neurodiversity disorders. In this presentation there will be a review of Attention Deficit Hyperactive Disorder (ADHD), Autism Spectrum Disorder (ASD), Down Syndrome and many others. Individuals will learn about therapeutic techniques, care planning, and medical concerns regarding this specific population.

- Presentation Type: In person
- Duration: 3.5 hours

Register here: [\[Neurodiversity: Supporting Individuals in Healthcare Settings Registration Link\]](#)

## Non-Violent Crisis Intervention © (NVCI)

This course is a certified training program provided by the Crisis Prevention Institute to professionals, to promote the best possible care, welfare, safety, and security to everyone involved in crisis situations.

**\*Pre-requisite Training: online 3 hours - access link provided by CPI two weeks prior to in-person date.**

- Presentation Type: Blended format includes prerequisite and in-person learning
- Duration: In person is 6.5 hours following completion of online training

Register here: [\[Non-Violent Crisis Intervention Registration Link\]](#)

## Pilot: Prince Edward Island *Child and Youth Advocate Act (2020)*

The Office of the Child and Youth Advocate of Prince Edward Island is pleased to offer sessions on the Prince Edward Island (PEI) *Child and Youth Advocate Act (2020)* in the context of healthcare. The session will take participants through the United Nations Convention on the Rights of the Child, the PEI *Child and Youth Advocate Act*, Individual and Systemic Advocacy, and Child & Youth Serious Injury or Death Reporting. Healthcare staff and providers will be given key information on how to apply the provincial Act in situations that might occur within their places of work.

- Presentation Type: Virtual
- Duration: 2 hours

Register here: [\[PEI Child and Youth Advocate Act \(2020\) Registration Link\]](#)

## Prince Edward Island *Mental Health Act (2023)*, Criminal Code Review Board, and Legislation

This course will review relevant provincial laws (Mental Health, Consent to Treatment, Adult Protection, Child Protection, Public Guardian, etc.) and Federal Laws (Criminal Law/Code of Canada and civil law) that mental health and addictions clinicians need to be aware of when providing care to individuals and their families.

- Presentation Type: Virtual
- Duration: 2 hours

Register here: [\[PEI Mental Health Act, CCRB, and Legislation Registration Link\]](#)

## Practical Application of Trauma Informed Care

This is a blended course that combines online learning with an in-person session to strengthen practice. The course will offer a brief introduction to trauma informed care and offer an overview of approaches at all levels of service provision. Trauma-informed principles will be explored as well as skills and strategies appropriate for inpatient and outpatient/community settings. Information on types of traumas, trauma symptoms, and rates of trauma in specific populations will be covered, with an opportunity for discussion.

### **Prerequisite online learning: Trauma-Informed Care (TIC) e-Learning Series**

There are **seven** 20-30-minute modules through Alberta Health Services. Please begin by completing the Pre-Competency Survey in the Non-AHS staff section of the website. Once the survey is completed, select and complete Modules 1 to 7. After all modules are completed, finish the course with the Post-Competency Survey. To complete prerequisite: Follow this link: [\[Pre-requisite Link\]](#)

**IMPORTANT:** Please request your certificate after the Post-Competency Survey. Certificates can take up to 10 days to be delivered to your email account. **You can also provide a screenshot of the completion email while waiting for your certificate.**

- Presentation Type: Blended
- Duration: 6.5 hours (3.5hrs online, 3hrs in person)

Register here: [\[Practical Application of Trauma Informed Care Registration Link\]](#)

## PowerChart: Allied Health

The aim of this training is to provide a hands-on overview of Cerner PowerChart as the clinical information system used at all Acute Care Hospitals within Health PEI. Your specific role will determine your level of access to PowerChart. You will use PowerChart to view patient orders, patient care, progress notes, lab (general lab, micro, and blood bank), radiology, transcription and anatomic pathology reports/ results.

\*Prerequisite Training: Completing online self-learning videos by scope at: [\[CIS Training Materials\]](#)

- Presentation Type: In person
- Duration: 1.5-3 hours

Register here: [\[PowerChart Allied Health Registration Link\]](#)

## PowerChart Practice Scenarios

PowerChart is one of the Provincial Clinical Information Systems that houses the patients electronic Health Record Information. This course provides training for staff on how to access relevant information that is needed to appropriately plan care for their patients. This course has 2 components, one is self-learning watching videos located on the Health PEI Staff Resource Center and the other is attending a scenario-based classroom session.

\*Prerequisite Training: Completing online self-learning videos by scope at: [\[CIS Training Materials\]](#)

- Presentation Type: In person
- Duration: 7 hours

Register here: [\[PowerChart Practice Scenarios Registration Link\]](#)

## PowerChart: View Only

The aim of this training is to provide a hands-on overview of Cerner PowerChart as the clinical information system used at all Acute Care Hospitals within Health PEI. Your specific role will determine your level of access to PowerChart. You will use PowerChart to view patient orders, patient care, progress notes, lab (general lab, micro, and blood bank), radiology, transcription and anatomic pathology reports/ results.

\*Prerequisite Training: Completing online Self Learning videos by scope at: [\[CIS Training Materials\]](#)

Presentation Type: In person

- Duration: 1.5 hours

Register here: [\[PowerChart View Only Registration Link\]](#)

## SEE THINK ACT (Relational Security Training)

This course will help introduce staff to another element of security in mental health services. Staff are expected to manage serious risks and maintain the right balance between care and security. The balance between the elements often shifts, requiring staff to change their plans to meet the needs of a patient group or situation. Key elements that will be discussed in this session include: The team, negotiable and non-negotiable boundaries, other patients, and the inside world, the outside world, and self-reflection.

- Presentation Type: In person
- Duration: 4 hours

Register here: [\[SEE, THINK, ACT: Relational Security Training Registration Link\]](#)

## Suicide Risk Screening, Assessment, and Intervention

This course will provide all mental health and addictions staff with a standardized and comprehensive approach, in identifying, communicating, documenting, and safety planning for clients and families at risk of suicide.

Pre-Reading: [Health PEI Clinicians Guide to Suicide Risk Assessment](#)

- Presentation Type: Virtual
- Duration: 3 hours

Register here: [\[Suicide Risk Screening, Assessment, and Intervention Registration Link\]](#)

## Supporting Gender Diverse Identities and Communities

This session will provide an introductory level understanding of the basic terms and expressions used by the different 2SLGBTQIA+ communities. Practitioners will gain insight on social biases by addressing the harm of stigmatization and discrimination that is prevalent in modern society as staff care for all gender diverse communities.

- Presentation Type: In person
- Duration: 3 hours

Register here: [\[Supporting Gender Diverse Identities and Communities Registration Link\]](#)

## Transferring, Lifting, and Repositioning (TLR) Refresher

An injury prevention program for nursing/caregiver employees that focuses on how to safely move patients. It is a trademarked and copyrighted program from the Saskatchewan Association of Safe Workplace in Health that Health PEI has a license to use. The purpose is to reduce or eliminate the risk of musculoskeletal injury to all Health PEI employees.

- Presentation Type: In person
- Duration: 2 hours

Register here: [\[Transferring, Lifting, and Repositioning \(TLR\) Refresher Registration Link\]](#)

## Welcome to Mental Health and Addictions Services

The Mental Health and Addictions (MHA) Education Department is pleased to provide clinicians entering MHA services with a welcome orientation into the MHA division of Health PEI. Through orientation, clinicians will be acquainted with the values, mission statement and goals of the organization as well as existing and upcoming programs and buildings outlined in strategic planning. Clinicians will also complete necessary educational components before delivering trauma-informed and patient-centered care to patients and clients within their designated worksites.

Please click **Mental Health and Addictions Orientation** for more details.



# Online Education Offerings

For training, please discuss with your supervisor as per the site's protocol.

## Addiction & Mental Health (AMH) Speaker Series

Alberta Health series that features academic videos from provincial, national, and international subject matter/clinical experts. This series is designed to support the clinical development of Addiction and Mental Health's diverse workforce in responding to the needs of individuals. Topics include substance use disorders, mental health disorders, gambling and gaming disorders, behavioral addiction disorders, clinical approaches, trauma, culture and safety and others.

- Please review video archives and additional resources.
  - Register here: [\[Addiction & Mental Health \(AMH\) Speaker Series\]](#)

## Autism Spectrum Disorder (ASD): Supporting Individuals in Healthcare Settings (On-Demand Learning)

The on-demand learning pilot is a four-part learning module that will provide an introduction to Autism Spectrum Disorder. The course will review the diagnostic material for ASD, behaviors, communication styles, language, and provide tools and resources for staff. The modules are split up into four parts:

- Defining Autisms Spectrum Disorder
- Definitions and Language
- Autism and Healthcare Settings
- Tools and Resources
- **Note: To complete the on-demand learning pilot, please complete the quiz at the end of the session.**  
Complete here: [\[Autism Spectrum Disorder: Supporting Individuals in Healthcare Settings Modules Link\]](#)

## Cognitive Behavioral Therapy (CBT) Essentials

Learn how to form and maintain a compassionate therapeutic relationship with your clients for optimal outcomes. CBT Essentials will support you in discovering how to move through difficult moments in therapy and ways of working with emotional aspects of the therapeutic relationship. The course will help expand your therapeutic 'toolbox' of best practice interventions to include Mindfulness and Acceptance skills, Compassion Focused techniques, and Emotion Regulation strategies. Expand your repertoire of best practice CBT skills, including experiential techniques that are grounded in evidence and how to work with emotional regulation issues in a range of clinical presentations.

- Note: To inquire about CBT training, please contact your direct supervisor.
- **Note: Course must be completed in a certain time period.**

## creo™ Express (Comprehensive Research Education Online)

Provides a brief overview or key research design and method concepts through which novice to experienced health researchers, clinicians, leaders and physicians can increase their research literacy. Jointly designed and developed by the Izaak Walton Killam (IWK) Health Center and CHA Learning (the professional development division of HealthCare CANO, creo courses are supported by experts in Canadian health research. The online course includes 7 units, quizzes and a final examination.

- To sign up for this course please contact [mhatraining@gov.pe.ca](mailto:mhatraining@gov.pe.ca)

## Cultural Competency for Behavioral Health Professionals

Cultural and linguistic competency is recognized as an important strategy for improving the quality of care provided to clients from diverse backgrounds. This 5-hour e-learning program is designed to equip behavioral health professionals with cultural and linguistic competencies.

- Register here: [\[Cultural Competency for Behavioral Health Professionals Link\]](#)

## Documentation Standards

The purpose of this presentation is to assist staff in producing concise, accurate, organized, factual, and comprehensive documentation of the patient's assessments, plans of care, interventions, and outcomes, and is an essential component in providing safe quality care. Please watch videos 1 – 3.

- Watch here: [\[Documentation Standards Video\]](#)

## Dialectical Behavior Therapy

This course provides a thorough introduction to the Dialectical Behavior Therapy (DBT) skills that are the foundation of DBT treatment. You will gain in-depth knowledge of the four DBT Skills of Mindfulness, Emotion Regulation, Interpersonal Effectiveness, and Distress Tolerance and will learn how to apply these skills to your clinical practice.

- Note: To inquire about DBT training, please contact director, manager or supervisor.
- Note: Course must be completed in a certain period.

## Eating Disorders

**National Eating Disorder Information Centre (NEDIC)** (<https://nedic.ca/>): A Canadian resource that provides general information on diagnosis and treatments through information, resources, and webinars.

**Note: This education is highly recommended for staff working directly with patient, clients or patients living with an eating disorder.**

- [Information and Resources](#)
- Webinars: [\[Access Here\]](#)
  1. [Introduction to Eating Disorders](#)
  2. [Eating Disorder Screening and Assessment Video](#)
  3. [Medical Management](#)
  4. [Nutritional Management](#)
  5. [Recovery Focused Psychological Treatment](#)

**Academy of Eating Disorders (AED)** [\[Access Here\]](#): Provides resources of recent developments in eating disorder research.

- Publications : [\[Access Here\]](#)
- Webinars: [\[Access Here\]](#)

**Silver Linings Foundation** [\[Access Here\]](#): A Calgary based organization that provides educational resources on eating disorders for health professionals.

- Videos: [\[Access Here\]](#)
- Book recommendations: [\[Access Here\]](#)

**EHN Canada** specializes in treating all types of addictions and related mental health concerns including depression, anxiety, trauma and PTSD, and eating disorders. Video reviews the treatment and management of severe eating disorders.

- Video: [\[Access Here\]](#)

## Employee Health and Assistance Programs

The video goes over the role of the Employee Health Nurse within Mental Health and Addictions. The video reviews employee immunizations, tuberculous (TB) testing, exposure to communicable disease, health and wellness promotion, and mental health resources for staff.

- Watch here: [\[Employee Health and Assistance Programs Video\]](#)

## Family and Patient Centered Care

This presentation will go through patient-centered care philosophy and how to put it into practice.

- Review Here: [\[Family and Patient Centered Care Presentation\]](#)

## Food Safety Certification - SafeCheck® Advanced

SafeCheck® Advanced Canadian Food Safety Online is an effective way to gain Food Safety (Food Handler) Certification. The interactive program allows learners to gain quality knowledge about food safety, as well thoroughly prepares learners for the certification exam.

- This course is equivalent to Food Safe 1, ServSafe, TrainCan Advance.fst, and all Provincial Food Handlers Certification courses. SafeCheck® Advanced Food Safety is a government recognized. Food Safety Certification Course in every part of Canada. Approximately 6 hours, 10 lessons + practice quiz.
- Unlimited exam attempts Pass percentage required 70%
- Register here: [\[Food Safety Certification – SafeCheck® Advanced Registration Link\]](#)

## Harm Reduction Fundamentals

Harm reduction is an important part of supporting the rights and health of people who use drugs. There is a growing demand for harm reduction information by all types of organizations that provide services to people who use drugs in Canada. This toolkit provides foundational information on harm reduction for service providers working with people who use drugs (including support workers, outreach workers, nurses and workers with lived and living experience).

- This course is split into four units, each unit takes an hour to complete. Submit completed certificates to the Education Department.
- Watch videos here: [\[Harm Reduction Fundamentals Video Link\]](#)

## Infection Prevention and Control

We all play a vital role in the prevention and management of infections as healthcare providers in our workplace settings. The presentation will review routine practices within Mental Health and Addictions, hand hygiene, donning and doffing, and precautionary measures.

- Watch video here: [\[Infection Prevention and Control Video Link\]](#)

## Mental Status Examination

Developed and presented by: S. Williams RN MN Manager of Community Mental Health and Addictions – Central This online presentation will provide a review of the Mental Status Exam with objectives of:

- Identify the components of a mental status examination.
- Understand the role of the mental status exam in diagnostic, prognostic, and therapeutic thinking.

- Understand how to use mental status exam findings in context of client assessment and care planning.
- Documentation of the mental status exam.
- Practice performing various elements of the mental status exam.
  - Watch video here: [\[Mental Status Examination Video Link\]](#)

## Naloxone Course | Toward the Heart

For individuals working with a population at-risk of opioid overdose, this 25-minute quick training module provides an overview of recognizing and responding to opiate overdose using Naloxone.

- Register here: [\[Naloxone Course: Towards the Heart Registration Link\]](#)

## Overcoming Stigma: Online Learning

This 1-hour module will increase your understanding of stigma and equip you with the tools and knowledge you need to address stigma at home, in the workplace and in your communities.

- Register here: [\[Overcoming Stigma Online Learning Registration Link\]](#)

## Overview of Health PEI and Mental Health and Addictions

This 1-hour course will offer a brief overview of Health PEI and provide a more in-depth look at the continuum of services and programs provided by Mental Health and Addiction Services across the province. Other topics to be covered include client centered care, concurrent disorders, stigma, and compassion fatigue.

- Watch video here: [\[Overview of Health PEI and Mental Health and Addictions Video Link\]](#)

## Professional Boundaries in MHA Therapeutic Relationships

This presentation will discuss what therapeutic boundaries mean for the individuals providing care to our clients/patients and their families and provide suggestions for managing professional boundaries.

- Watch video here: [\[Professional Boundaries in MHA Therapeutic Relationships Video Link\]](#)

## Psychologically Safe Workplaces

This 75-minute module is to help employees understand the 13 psychosocial workplace factors from the National Standard of Canada for Psychological Health and Safety in the Workplace. This program demonstrates what can impact employee mental health and what we can all do to support ourselves and others in the workplace.

- Register here: [\[Psychologically Safe Workplaces Registration Link\]](#)

## Psychopharmacology for Psychiatric Nurses and Practitioners

In this presentation, Jessica RN PhD (c) a specialist in Psychiatric Nursing practice, will review pharmacological principles focusing on the lens of a psychiatric nurse. Topics covered will be neurotransmitters, antidepressants, antipsychotics, mood stabilizers, anxiolytics, sedatives, opioids and other medication classes. The video will also introduce adverse conditions that might occur due to psychotropic medications such as serotonin syndrome, anticholinergic toxidrome syndrome, neuroleptic malignant syndrome and others. The video will also review other clinical tools when collaborating with clients in active withdrawal.

- Watch here: [\[Psychopharmacology for Psychiatric Nurses Video Link\]](#)

## Unconscious Bias in the Workplace Webinar

This webinar is designed to strengthen knowledge and understanding of unconscious bias, as well as examine best practices to foster intentional and conscious inclusion in the workplace, and we encourage everyone to participate.

- For new users, please follow the steps below to self-register for the UBWW:
  1. Follow the link which will direct you to PEI government Moodle website:  
[\[Unconscious Bias in the Workplace Moodle Link\]](#)
  2. Create your Moodle user account using your PEI government or Health PEI issued email address.
  3. You will receive a confirmation email asking you to authenticate the registration details.
  4. Complete your profile during the enrollment process.
  5. Respond to the webinar course content at your own pace.
  6. Complete the webinar evaluation form and submit your feedback.

## Violence Prevention and Management

This module will review Health PEI's workplace violence prevention policies and procedures. Information will be provided on tips to respond to a potentially violent or aggressive person in a healthcare setting. The module will also review incidents, mandatory training and domestic violence.

- Watch video here: [\[Violence Prevention and Management Video Link\]](#)

## Workplace Hazardous Materials Information System (WHMIS)

WHMIS stands for the Workplace Hazardous Materials Information System. It is a comprehensive system for providing health and safety information on hazardous products intended for use, handling, or storage in Canadian workplaces.

- Review material here: [\[WHMIS Training Material Link\]](#)
- Go to the Workplace Hazardous Information System (WHMIS) section and complete the presentation and quiz.

## Workstation/Office Ergonomics Training

eOfficeErgo is an evidence-based and standard-compliant online training program on the proper way to set up and work at office workstations to prevent musculoskeletal disorders and other injuries.

- Online module: [\[Workstation/ Office Ergonomics Training Material Link\]](#)
  - Watch video here: [\[Workstation/ Office Ergonomics Training Video\]](#)

## Course Application Form

**COMPLETE, OBTAIN SUPERVISOR APPROVAL AND SUBMIT SIGNED FORM TO EMAIL BELOW PRIOR TO REGISTERING FOR COURSES.**

(E-mail to [mhatraining@gov.pe.ca](mailto:mhatraining@gov.pe.ca))

All fields are mandatory - incomplete forms will be returned.

### Course Information

Course Title: \_\_\_\_\_

Date: \_\_\_\_\_

Staff replacement required.  YES  NO

If required, Leave of Absence form submitted.  YES  NO

### Applicant Information

Employee Name: \_\_\_\_\_

Employee ID: \_\_\_\_\_ Email: \_\_\_\_\_

Facility/Worksite: \_\_\_\_\_

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

Do you have any special needs which may affect your participation in this course?  
(i.e., building access, hearing)  YES  NO

Details: \_\_\_\_\_

Does this appear on your Performance Development Plan?  YES  NO

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Storm Policy:** Training is cancelled if government offices are closed (or delayed, in case of morning and full-day sessions).

**Attendance:** You are to return an MHA training verification form with a trainer signature or certificate or proof of training completion to your manager.



# Finding Hope Sharing Strength

Mental Health and Addictions

## Mental Health and Addictions Continuing Education Verification Form

**NOTE:** Please ensure this form is filled out and submitted to your timekeeper/payroll clerk for pay purposes. Please submit a copy to MHA training for documentation on your employee file and make a copy for your own Continuous Learning Record

This form is provided to verify the attendance of:

**Employee Name:** \_\_\_\_\_

**Employee ID#:** \_\_\_\_\_

**Course Name:** \_\_\_\_\_

**Course Date:** \_\_\_\_\_

**Course Start Time:** \_\_\_\_\_

**Course End Time:** \_\_\_\_\_

Total Continuous Education hours: \_\_\_\_\_

This Continuous Education activity is relevant to your area of practice because:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Presenter/Educator/Trainer Signature** \_\_\_\_\_

- **Or please attach proof of attendance**

Any Questions please contact MHA Clinical Education Department at 902-368-5119 or 902-368-5477