



**Prevent Child Abuse  
North Carolina**

PRESENTS

**Recognizing and Reporting Child Abuse and Neglect  
Training for Professionals Working with Children**



**February 12, 2009**



**Location:** Guilford Child Development Center

\* Directions to training and hotel suggestions will be sent with your confirmation letter

**Time:** 10:00 am - 4:00 pm (Check-in begins at 9:30 am)

**Trainers:** Diana Urieta, PCA North Carolina, Prevention Network Coordinator, &  
La-Mine Givens, PCA North Carolina, Professional Ed. Coordinator

As professionals we all share the common goal of making sure that all of North Carolina's children grow up in a safe and nurturing environment. Positive early childhood experiences help build a strong foundation in children's developing brain architecture. We know from research that stress caused by trauma during childhood years has long-term physical, emotional and mental effects that can last into adulthood. Please take this opportunity to learn more about how you can recognize child maltreatment indicators to better support families and protect children in your community.

**This workshop is an Introductory Level Training and will provide information on:**

- What is Child Abuse and Neglect?
- The Signs and Effects of Child Abuse and Neglect.
- What is the North Carolina Law on Reporting Child Abuse and Neglect?
- How do I report Child Abuse and Neglect?

**Registration Fees:**

\$60 General Registration

\$50 Prevention Network Member



The registration fee includes lunch, certificate of attendance for 4.5 contact hours, and various training materials and resources for your own use. The training has been approved for 0.45 CEUs (4.5 contact hours) through Greensboro AHEC; these credits are available for an additional \$10.00.

To download additional registration forms visit our website [www.preventchildabusenc.org](http://www.preventchildabusenc.org) and click on Education & Training. For more information call 1-800-CHILDREN.

# Recognizing & Reporting Child Abuse and Neglect Training Registration Form

February 12, 2009

Please complete a separate copy of this form for each participant registering for this training. Fax registration to (919) 832-0308 to reserve your space; however, payment **must** be received by February 10, to complete registration. Directions to training and suggested hotel accommodations will be sent with your official confirmation letter. For more information, please visit [www.preventchildabusenc.org](http://www.preventchildabusenc.org).

FIRST NAME \_\_\_\_\_ LAST NAME \_\_\_\_\_

TITLE \_\_\_\_\_

EMAIL ADDRESS *(ONLY EMAIL CONFIRMATION WILL BE PROVIDED. PLEASE PROVIDE VALID EMAIL.)* \_\_\_\_\_

ORGANIZATION \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

AREA CODE + PHONE NUMBER \_\_\_\_\_ AREA CODE + FAX NUMBER \_\_\_\_\_

Please inform us of any dietary restrictions you have: \_\_\_\_\_

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**Payment Options for Registration and CEU (Continuing Education Credits) Fees:**

All registration options include cost of lunch and materials

- \$60 Non-Members
- \$50 Prevention Network Members
- \$10 CEU Credits (CEU fee is in addition to registration fee) \_\_\_\_\_ Required for CEU's  
LAST 4 DIGITS OF SS #

\$ \_\_\_\_\_ **Total Amount Enclosed**

**Payment Method:**

- Check** (made payable to PCA North Carolina)
- PO#** \_\_\_\_\_
- Visa**     **MasterCard**

Card Number \_\_\_\_\_ Exp. Date \_\_\_\_\_

Name on card \_\_\_\_\_

Cardholder Address \_\_\_\_\_

**Please mail with payment to:** Prevent Child Abuse NC, 3725 National Drive, Suite 101, Raleigh, NC 27612  
**Please review Training Policies below.**



**Prevent Child Abuse**  
North Carolina

## **Training Policies**

### **Registration Policy**

Registration forms may be faxed to **919-832-0308** to reserve a space. It is the responsibility of the attendee to confirm that the faxed registration form has been received. Payment in full **must** be received at least one week prior to the training date in order to complete your registration. If payment has not been received by this time your space will be forfeited. If it is not possible to get a check processed one week prior to the training, evidence of the pending issuance of payment (such as a copy of a purchase order) may be acceptable at the discretion of PCA North Carolina.

### **Changes to Registration**

As a professional courtesy, PCA North Carolina should be notified of any registered participants who are unable to attend. Substitutions of registered participants can be made at any time. Please provide an updated registration form with substitute's information. For questions, call 1-800-CHILDREN.

### **Refunds/Cancellation Policy**

If you cannot attend for any reason, you must cancel your registration in writing. Phone cancellations cannot be accepted. All cancellations are subject to a \$20.00 processing fee. No refunds will be issued for cancellations received within one week of the training. Notification may be faxed to 919-832-0308. It is the responsibility of the attendee to confirm that the faxed cancellation notice has been received.

We regret that refunds cannot be made in cases of last-minute illness or emergency. However, another participant can attend in place of the registered participant at no additional cost. Please see "Changes to Registration" above.

In the event that the training is filled to capacity, refunds may be available with less than one week notice if another paying participant can be registered prior to the start of the training. This can in no way be guaranteed and you will not be notified of such until after the training.

### **Weather Policy**

If a training is cancelled due to inclement weather we will leave an outgoing voice mail on our main office line 1-800-CHILDREN by 6:30 AM on the morning of the training date. If weather becomes bad during the training, we will leave the choice to stay or go up to your personal discretion.

If training is cancelled due to weather, we will reschedule. You will be notified by mail or email of the new training date and will automatically be registered. At that time you will have the choice to cancel your registration if you can not make the new date (with full refund), or to move your registration to a new date.

We regret that refunds cannot be made if the training takes place and you do not attend.

**If you have any questions or need more information, please call 1-800-CHILDREN.**