

PROGRAM DESCRIPTION

TransformationServices (TSI) offers skills/competencies awarded in certificates for the Wisconsin Department Safety & Professional Services in the 6 (360 hour) required areas: *Case Management, Assessment, Counseling, Education, Professional Responsibility, and an Elective. We also offer similar training/licensing skills/competencies for the Prevention Specialist (for and with youth).* Special attention is paid to working with clients with Co-occurring Disorders (AODA/Mental Health), TSI's "Peer Specialist" approach.

Student will be able to collect information on suicide/-depression, child abuse, domestic violence, psychopharmacology, well as gather familial, historical, biological, cultural, educational, sociological/environmental and spiritual data to provide effective psychotherapeutic care to clients;

Counseling competencies are gained in applying basic therapeutic techniques (psychoanalytic, behavioral, humanistic, developmental, AODA/12-15 step/ group, required to work with individuals, couples, and families/crisis. Student will be able to provide educational information to clients on:

HIV/AIDS, AODA, Skills Training (Assertiveness Stress/Anger Management, Communication), Ethics (Professional Growth& Responsibility).

Practice in a responsible and ethical manner including client welfare, developing boundaries, socio-cultural competence, and power are addressed. Development of student skills in working with identified populations Ex-Offenders, African - American, Latina, Native American, Asian - American, Women, Gay Bi/Transsexual/gendered etc., Student will also learn how to develop a business/ marketing/trademarking plan incorporation (INC, LLC etc.) certification as a minority business. Graduates work in Inpatient/Outpatient Settings, Mental Health Clinics, Group Homes with all age/race/ gender populations.

TransformationServices, Inc

DO YOU HAVE WHAT IT TAKES

TO BE A ROLE MODEL?

We assist you by giving you the tools you need by continuing the positive life change through our "Treatment to Training" Model which prepares you to make a positive return to the community.

If after completing treatment; you decide on a career in the AODA or Mental Health Field, that can be assessed through our 360 Circle of Support Community Training Program. WIOA funding is available in all states, in Wisconsin through the unemployment offices & in Milwaukee at UMOS 2701 Chase Avenue 414-389-6600; YWCA 1915 Dr. MLK 414-374-1800; MAXIMUS 4201 N. 27th Street, Suite 400 (414) 203-8595 ResCare is also approved for payment-locations are scattered throughout the city. For enrollment and orientation information, please call 414-270-1800

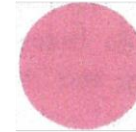
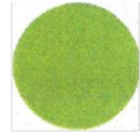
At all sites complete an interest form, or WIOA orientation asking for Transformation Services substance abuse training, and follow-up with regular phone calls to them. If you are receiving food stamps, access WIOA from the numbers above or through your worker.

Contact Dr. Hicks with any access issues.

TransformationServices, Inc.

Vision Statement

To provide AODA Training & Licensure services in a peer to peer model. While we offer training to everyone (professionals to professionals to be), our program focuses on working with the disenfranchised: unemployed, underemployed, veterans and their spouses. Alcohol and Drug problems disproportionately affect these 'populations', and our program offers a more "hands on" approach. We have been providing continuous training since 2007. *TransformationServices* feels that we have developed not only a unique treatment approach, but a specialized training opportunity. **The 8 week course allows the student to obtain licensure and employment without the customary 2 year wait to enter the field, if in recovery. Our job placement record is excellent.**



TransformationServices, Inc

Changing Lives
Changing Communities
And Now
Changing Health Care

835 N. 23rd Street Suite # 212
Milwaukee Wisconsin 53233
Phone: (414) 933-7083 Fax: (414) 933-7883
Dr. Ingrid D. Hicks Clinical & Executive Director
drhicks@transformationservices.info
www.transformationservices.info



Workforce Innovation and Opportunity Act (WIOA)
Food Share Employment Training (FSET)
Department of Vocational Rehabilitation (DVR)
Individual Training Accounts

TRAINING PROGRAM

Part 1: TRAINING PROGRAM DESCRIPTION

Name of training program/course **TransformationServices, Inc.**

City (or sites) where training program will be provided:

List all cities/sites where training occurs **835 N. 23rd Street Suite 212 Milwaukee, Wisconsin 53233**

Distance Learning: We also provide Substance Abuse Counselor-in-Training/Substance Abuse Counselor Prevention Specialist/In Training course(s) as a individualized self-study *Distance Learning* program for those that are located outside the Milwaukee County-and still eligible for WIA funding for job retraining, or in need of additional CEU hours for the Substance Abuse Counselor or Prevention Specialist.

1. Describe the training program. Identify at least five skills or competencies to be gained upon the completion of the training program.

TransformationServices offers skills or competencies in the Wisconsin Department of Safety & Professional Services in the 6 (5) required areas: **Case Management (Planning, Evaluation):** Student will be able to coordinate case management aspects/development of a client's treatment plan (referral to discharge), Learn and apply HIPAA:HFS 92 & 94, 42CFR-Confidentiality/Grievance, special attention is paid to working with clients with Co-occurring disorders. (e.g. Develop an ATOD prevention plan based on research and theory that addresses community needs and desired outcomes); **Assessment (Planning & Evaluation):** Student will be able to collect DSM-V information on suicide/depression, child abuse, domestic violence, psychopharmacology, as well as gather familial, historical, biological, cultural, educational, sociological/environmental, and spiritual data to provide effective psychotherapeutic care to clients (e.g. Identify resources to sustain prevention activities. Identify appropriate program evaluation strategies); **Counseling (Community Organization & Counseling Methodology):** Student will be able to learn and apply basic therapeutic techniques (psychoanalytic, behavioral, humanistic, developmental, AODA/12-15 step/group, required to work with individuals, couples, families, in crisis, supportive/ongoing mode(s) (e.g. Develop Capacity within the community by recruiting, training, and mentoring ATOD prevention focused volunteers. Assist in creating and sustaining community based coalitions). **Education (Education & Skill Development):** Student will be able to provide educational information to clients on HIV/AIDS, TB, AODA, Skills Training-Assertiveness, Stress/Anger Management, Communication etc., Psychopharmacology; (e.g. Ensure all ATOD prevention education and skill development programs provide accurate, relevant, timely, and appropriate content information). **Professional Responsibility and Ethics (Professional Growth & Responsibility):** Student will be able to practice in a responsible and ethical manner including client welfare, developing boundaries, socio-cultural competence, power. (e.g. Adhere to all legal, professional, and ethical standards). **Elective:** Development of student skills in working with identified populations: Ex-Offenders, African-American, Latina, Native American, Asian-American, Women, Gay/Bi/Transsexual/Gendered etc. Student will also learn how to develop a business/marketing/trademarking plan (private practice, clinic, group home residential treatment center etc), incorporation (INC, LLC etc.) becoming certified as a minority business in Wisconsin.

2. Completion of this training program/course will lead to (Choose **Yes** or **No**, then click on the next field):

- Baccalaureate degree
- Associate degree
- Technical diploma
- Certificate
- Other (if yes, please specify below)

--specify other-- **SAC-IT, C/SAC (100-360), Registered Prevention**

Specialist Hours, Registered Prevention Specialist (40-240), Allows graduates to work in Inpatient/Outpatient Settings, Mental Health Facilities, Clinics, Group Homes, All Age/Race/Gender Populations

3. Describe the minimum requirements (educational, physical, other prerequisites or qualifications) to get into this training program, if any:--describe minimum requirements, or type "none"-- **HSED (Can Refer), Department of Safety & Professional Services Application requires background check if applicable, Background Check-Negative Result will NOT necessarily deny license, REQUIRED: Library Card, EMAIL Address, Basic/Introductory Computer Skills (MS Word etc., navigation of the Internet) ; ADVISED: Easy Computer Access & Cell Phone Helpful for Class; OTHER: FREQUENT Email During Course, Open Book Jurisprudence Exam MUST be taken On-Line, Updating Resume & Development of Business Plan also part of course; Computer Access, and many materials for class come from library/also want to encourage use-if library fines are a problem, Instructor can help student problem solve.**

4. State the average time period necessary to complete this program (Based on full-time enrollment, measured in hours, weeks or months. Enter the number value and choose hours, weeks or months from the drop down list):

time period :**100 to 4000 Hours**

SAC-IT=100 Hours

C/SAC=101-4000 Hours

Pre-Registered Prevention Specialist=40 Hours

Registered Prevention Specialist=240 Hours

5. How often does this training begin? (Choose the appropriate description from the drop down list **Quarterly: Fall, Spring, Summer Classes**

Next Session Start is posted on FaceBook (TransformationServices, Inc.)

Describe start time 1-5PM, 8 Weeks, Tuesday & Thursday

6. Give the typical schedule
#Hrs/wk hours per week **20-40 hour work week, regularly scheduled meetings w/instructor.**
7. Costs of training program services (per person):
\$Tuition Tuition costs **\$3338.00**
\$Fees Other fees/Separate Voucher **\$160.00 (Exam/License)**
\$Equipment Supplies/Materials costs **\$150.00 (Workbook/ Handouts/Misc) \$72.00 (DSM-V); \$30.00 (Wisconsin State Statutes)**
8. Is student financial aid available for this training program? (Choose **Yes** or **No**)
NO, but payment arrangements are available for those that may not qualify for WIA funding. Distance Learning (outside Milwaukee County-Area Codes 262, 715, 608, 920 etc.) may have additional cost, contact Dr. Ingrid D. Hicks directly.
9. Contact person for information about this training program:
Contact person **Dr. Ingrid D. Hicks**
Contact person's title **Clinical & Executive Director**
Business phone/fax **(414) 933-7083/ (414) 933-7883**
e-mail address **drhicks@transformationservices.info**

Part 2: PERFORMANCE INFORMATION

Give performance information for all that have participated in this training program. Information should be for the most recent period available.

10. Program completion rates
136 grads Total number of graduates
136 students Total number of students
100% completed Completion percentage for this training program
Provide methodology for arriving at the numbers above. Cite source information, if necessary. **Explain Latest statistics**
11. **50 % employed, 50 %** of individuals who obtained training-related unsubsidized employment: Provide methodology for arriving at the number above. Cite source information, if necessary. Remaining students are still providing clinical volunteer services, gaining hours for further licensure and experience at a variety of community placements.
Ongoing job placement. As TransformationServices is also an approved AODA/MH clinic, if they are not hired there, may be referred to AODA/Prevention Specialist training employers-regular network of job placements and follow-up/recommendation(s) are provided.

12. Hourly wages at placement (enter dollar values):

\$Average Average, per hour **\$15.05**

\$High High, per hour **\$12.05**

\$Low Low, per hour **\$10.05**

13. Time period the information is from:

From Month/year though Month/year **September/2012 through
December/2015**

Part 3: TRAINING PROVIDER INFORMATION

A. Name of the education/training provider, entity or institution:

Name of Training Provider, Entity or Institution **TransformationServices, Inc.**

Street Address **835 N. 23rd Street Suite 212**

City, State, Zip **Milwaukee, Wisconsin 53233**

List web page address, if available: - enter URL here, or type "none" -

www.transformationsservices.info

B. Federal Tax Identification Number:

FEIN Number **30-0639850**

C. Is the education/training provider, entity or institution approved or accredited?

(Choose **Yes** or **No**) **Yes**

If yes, name the approving or accrediting agency (-ies)

enter agency here, or type "none" - **Wisconsin Department of Safety &
Professional Services Wisconsin
Department of Health & Human
Services**



Workforce Innovation and Opportunity Act-FSET-DVR
Individual Training Accounts
TRAINING PROGRAM

Part 1: TRAINING PROGRAM DESCRIPTION

Name of training program/course: **Transformation Services: Substance Abuse Counselor (SAC) or Prevention Specialist Course.**

This is a CONTINUATION of the Substance Abuse Counselor-In-Training or Prevention Specialist-In-Training Course culminating in C/SAC (Clinical/Substance Abuse Counselor or Prevention Specialist license(s))

City (or sites) where training program will be provided: **Milwaukee**

List all cities/sites where training occurs **835 N. 23rd Street Suite 212 Milwaukee, Wisconsin 53233; Distance Learning Available Statewide, Contact Dr. Hicks.**

1. Describe the training program. Identify at least five skills or competencies to be gained upon the completion of the training program.

Transformation Services offers skills or competencies in the Wisconsin Department of Safety & Professional Services in the 6 (5) required areas: **Case Management (Planning Evaluation):** Student will be able to coordinate case management aspects/development of a client's treatment plan (referral to discharge), Learn and apply HIPAA:HFS 92 & 94,42CFR Confidentiality/Grievance, special attention is paid to working with clients with Co-occurring disorders. (e.g. Develop an ATOD prevention plan based on research and theory that addresses community needs and desired outcomes); **Assessment (Planning & Evaluation):** Student will be able to collect DSM-V information on suicide/depression, child abuse, domestic violence, psychopharmacology, as well as gather familial, historical, biological, cultural, educational, sociological/environmental, and spiritual data to provide effective psychotherapeutic care to clients (e.g. Identify resources to sustain prevention activities. Identify appropriate program evaluation strategies); **Counseling (Community Organization & Counseling Methodology):** Student will be able to learn and apply basic therapeutic techniques (psychoanalytic, behavioral, humanistic, developmental, AODA/12-15 step/group, required to work with individuals, couples, families, in crisis, supportive/ongoing mode(s) (e.g. Develop Capacity within the community by recruiting, training, and mentoring ATOD prevention focused volunteers). Assist in creating and sustaining community based coalitions. **Education (Education & Skill Development):** Student will be able to provide educational information to clients on HIV/AIDS, TB, AODA, Skills Training-Assertiveness, Stress/Anger Management, Communication etc., Psychopharmacology; (e.g. Ensure all ATOD prevention education and skill development programs provide accurate, relevant, timely, and appropriate content information). **Professional Responsibility and Ethics (Professional Growth & Responsibility):** Student will be able to practice in a responsible and ethical manner including client welfare, developing boundaries, socio-cultural competence, power. (e.g. Adhere to all legal, professional, and ethical standards). **Elective:** Development of student skills in working with identified populations: Ex-Offenders, African-American, Latina, Native American, Asian-American, Women, Gay/Bi/Transsexual/Gendered etc. Student will also learn how to develop a business/marketing/trademarking plan (private practice, clinic, group home residential treatment center etc), incorporation (INC, LLC etc.) becoming certified as a minority business in Wisconsin.

2. Completion of this training program/course will lead to **Yes** next field):

Certificate

Other (if yes, please specify below)

**License (Wisconsin Department of Safety & Professional Services) Substance Abuse Counselor (101-360 hours)
Prevention Specialist (41-240 hours)**

3. Describe the minimum requirements (educational, physical, other prerequisites or qualifications) to get into this training program, if any:--describe minimum requirements, **Substance Abuse Counselor-In Training (SAC-IT); Prevention Specialist-In Training**

4. State the average time period necessary to complete this program (Based on full-time enrollment, measured in hours, weeks or months. Enter the number value and choose hours, weeks or months from the drop down list):

Substance Abuse Counselor=101-4000 Hours

Prevention Specialist=41-240 Hours

5. How often does this training begin? (Choose the appropriate description from the drop down list **Ongoing Enrollment, Self/Guided-Study: Required Weekly Supervisory Meetings**

Describe start time **TBD, Usual completion w/6 months; Case Manager SHOUL NOT USE the scheduled class times for SAC-IT (that are posted on Facebook) INSTEAD whatever date the voucher is written, simply add 6 months to that date. That will give the student enough time for completion AND Passing of ICRC exam.**

6. Give the typical schedule

#Hrs/wk hours per week **20-40 hour work week, regularly scheduled meetings w/instructor**

7. Costs of training program services (per person):

\$Tuition Tuition costs **\$3,310.00**

\$Fees Other fees/Separate Voucher **\$190.00 (Exam/License)**

\$Equipment Books/Supplies/Materials costs **\$250.00 (Workbook/Handouts/Misc)**

8. Is student financial aid available for this training program? **NO**

9. Contact person for information about this training program:

Contact person **Dr. Ingrid D. Hicks**

Contact person's title **Clinical & Executive Director**

Business phone/fax **(414) 933-7083/ (414) 933-7883**

e-mail address **drhicks@transformationservices.info**

Part 2: PERFORMANCE INFORMATION

Give performance information for all that have participated in this training program. Information should be for the most recent period available.

10. Program completion rates

12 grads Total number of graduates

#**12 students** Total number of students

100% completed Completion percentage for this training program

Provide methodology for arriving at the numbers above. Cite source information, if necessary. **Explain Latest statistics,**

11. **100 % employed, 100 %** of individuals who obtained training-related unsubsidized employment: Provide methodology for arriving at the number above. Cite source information, if necessary. Remaining students are still providing clinical volunteer services, gaining hours for further licensure and experience at a variety of community placements.

Ongoing job/placement. Part time employment/volunteering is a prerequisite, expectation that Clinical/Substance Abuse Counselor or Prevention Specialist license will lead to pay increase.

12. Hourly wages at placement:

\$Average Average, per hour **\$15.05**

\$High High, per hour **\$12.05**

\$Low Low, per hour **\$10.05**

13. Time period the information is from:

From **Month/year** though **Month/year** **September/2012 through December/2014 (No enrollees in “advanced” class, since 2014). WIOA covers only Introductory OR Advanced**

Part 3: TRAINING PROVIDER INFORMATION

A. Name of the education/training provider, entity or institution:

Name of Training Provider, Entity or Institution **TransformationServices, Inc.**

Street Address **835 N. 23rd Street Suite 212**

City, State, Zip **Milwaukee, Wisconsin 53233**

List web page address, if available: **www.transformationsservices.info**

B. Federal Tax Identification Number:

FEIN Number **30-0639850**

C. Is the education/training provider, entity or institution approved or accredited? **YES**

Name the approving or accrediting agency (-ies) **Wisconsin Department of Safety & Professional Services Wisconsin Department of Health & Human Services**