**CO-ORDINATED SUPPORT SERVICES**

**“*YOUR CARE* *YOUR WAY”***

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| ***Is now Offering***  ***UNDERSTANDING VICARIOUS TRAUMA*** |

The training will discuss and highlight the following areas:

* Definition of vicarious trauma and its importance;
* The impact of self-care on both personal and professional lives;
* The role of stress with respect to self-care;
* Strategies that reduce stress at home and at work while promoting self-care (practical skills!);
* Key related concepts (toxic stress, brain architecture, serve & return (brain development);
* Ways to begin building a trauma-informed environment.

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| Date: 19th September 2016  Venue: 4/33 Archer St  Time: 9am to 2pm  Cost: $100 per person |
| Registrations must be received: A minimum of 2 weeks prior to the training date/s |

**Participants Details**

Name:

Email:

Company Name (if applicable):

Company Contact Details (if applicable):

Phone:

Address:

Email:

Do you have any dietary requirements we need to cater for?

**Invoice Bill-to (if different from above):**

Company Name:

Company Contact Details:

Phone:

Address:

Email:

***Registrations should be emailed to:*** [***training@coordinatedsupport.com.au***](mailto:training@coordinatedsupport.com.au)

**Terms and conditions:**

Course classes begin promptly at 9:00 a.m.

CSS will provide you with all relevant Handouts, and Morning/Afternoon Tea on the day.

While we recognise that some of you will need to be able to respond to crisis please switch your phones to silent and do not talk on the phone in the training room to avoid distracting others.

Upon submission of the registration form, you should receive an e-mail notification from us. If you have not received a notification email within 48 hours please contact [training@coordinatedsupport.com.au](mailto:training@coordinatedsupport.com.au) immediately.

You will be invoiced based on the registration form at any time between registration and before start of the course. Payment is required prior to start of the course, via Direct Deposit to:

**Co-Ordinated Support Services**

**BSB:** 034 122

**Account Number:** 637 638

**Reference No:** Should be your invoice number.

There will be no cancellation after registration form is submitted and notified to be confirmed. If a participant registers and fails to attend, the customer will be invoiced for the full tuition. However you are able to send a replacement participant.