

## Clinical Supervision Training Registration Form

DDAP Use Only

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- Registration Complete
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- Check Returned

### GENERAL INFORMATION

The Department of Drug and Alcohol Program's (DDAP) Training Section is currently accepting registration requests for its upcoming Clinical Supervision Training.

**PLEASE NOTE:** Seating for this course is limited. Once the registration form and payment have been received, participants will be registered strictly on a first-come, first-served basis.

In the event that course capacity is met before receipt of your request, your check will be returned to you.

If you do not already have a Training Management System (TMS) account with DDAP, you must create one prior to completing this registration form by signing up at: <https://apps.ddap.pa.gov/TMS/>

If seating for the course is available at the time your check and registration form are received, you will receive an email confirming your registration. If you do not receive email confirmation at least 2 weeks prior to the course start date, it may mean the course has been filled, in which case please contact DDAP for alternative options. Be advised this course does NOT allow walk-ins.

After obtaining a TMS User ID, please complete the following to register for the course.

### COURSE SCHEDULE AND LOCATION

The course will be held from 9:00 a.m. to 4:00 p.m. on the dates listed below. Students will be given a 1-hour lunch period to purchase lunch on their own.

**February 4-8, 2019**  
**PA Department of Drug and Alcohol Programs Main Office**  
**2601 North 3<sup>rd</sup> Street**  
**One Penn Center, 5<sup>th</sup> Floor**  
**Harrisburg, PA 17110**

Trainers: Michelle Wellwood and Sandra Soloski

### REGISTRANT INFORMATION

Participant Name: \_\_\_\_\_

Street Address (Line 1): \_\_\_\_\_

Street Address (Line 2): \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: (     )     -         TMS User ID: \_\_\_\_\_

Email: \_\_\_\_\_

### PAYMENT INFORMATION

Please submit a check in the amount of \$300 made payable to the "Commonwealth of Pennsylvania". This registration form and check should be mailed to the following address:

Department of Drug and Alcohol Programs  
 ATTN: Training Section  
 2601 North Third Street  
 One Penn Center 5<sup>th</sup> Floor  
 Harrisburg, PA 17110