

Troutman, Cynthia

From: Donehue, Joyce
Sent: Friday, August 28, 2020 4:42 PM
To: Lyytikainen, Lisa
Cc: Troutman, Cynthia
Subject: RE: October 12 Strangulation Training

Follow Up Flag: Flag for follow up
Flag Status: Flagged

I sent a note to the program admin at the Alliance. I let you know how they want to calculate this as soon as I hear back from her.

I hope you have a restful weekend!
-Joyce

From: Lyytikainen, Lisa <Lisa.Lyytikainen@ventura.org>
Sent: Friday, August 28, 2020 3:20 PM
To: Donehue, Joyce <Joyce.Donehue@ventura.org>; Troutman, Cynthia <Cynthia.Troutman@ventura.org>
Subject: RE: October 12 Strangulation Training

Cynthia,

In reviewing the agenda, it looks like we have a total of 5.75 hours general MCLE credit. Breaks, Lunch, opening and closing remarks do not qualify for credit. It looks like we will need to also prepare instructor certificates because 2 of the speakers are designated as "JD". I will need a little more info to correctly calculate the hours for the instructor MCLE certificates.

Joyce,

In the portions that are jointly taught by Gwinn and Stack, I will need a break down of how much time each is instructing to properly calculate their instructor credit. MCLE is calculated in increments of 15 minutes and we round to the nearest 15 minutes. So, the portions that are designated 45 minutes, but also have 10 minutes of group exercises, review of resources and questions, can be rounded to 1.00 and I can split the time in half. But, the first class is 30 minutes with 10 minutes of group exercises, etc...which puts them at 45 minutes. Can't break it evenly. If you have a question about this, please let me know.

Lisa O. Lyytikainen
Senior Deputy District Attorney
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(805) 654-2710



From: Donehue, Joyce <Joyce.Donehue@ventura.org>
Sent: Friday, August 28, 2020 2:58 PM
To: Lyytikainen, Lisa <Lisa.Lyytikainen@ventura.org>; Troutman, Cynthia <Cynthia.Troutman@ventura.org>
Subject: RE: October 12 Strangulation Training

Hello,

I had a meeting today with the planners of the strangulation training event. The final agenda for the day is attached with a detailed schedule for MCLE calculation. You'll note that Greg is planning to participate and make welcome/intro remarks.

I set a soft registration deadline on the attached flyer of 10/07/20 so we have time to send DropBox link for materials out in plenty of time. We have more than 60 people registered so far.

Please let me know if there is anything else you need from me?

Joyce Donehue

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From: Troutman, Cynthia <Cynthia.Troutman@ventura.org>
Sent: Wednesday, July 29, 2020 10:11 AM
To: Donehue, Joyce <Joyce.Donehue@ventura.org>
Subject: FW: October 12 Strangulation Training

Joyce,
Some clarification....

From: Lyytikainen, Lisa <Lisa.Lyytikainen@ventura.org>
Sent: Wednesday, July 29, 2020 10:09 AM
To: Troutman, Cynthia <Cynthia.Troutman@ventura.org>
Subject: RE: October 12 Strangulation Training

Just in case there was confusion about what I mean by "final announcement" ...we send out multiple announcements. So, the initial announcement can contain the statement Joyce included. The last announcement in time prior to the training has to include the number/type of MCLE credits.

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From: Troutman, Cynthia <Cynthia.Troutman@ventura.org>
Sent: Wednesday, July 29, 2020 9:56 AM
To: Lyytikainen, Lisa <Lisa.Lyytikainen@ventura.org>
Subject: RE: October 12 Strangulation Training

Thank you!

Cynthia

From: Lyytikainen, Lisa <Lisa.Lyytikainen@ventura.org>
Sent: Wednesday, July 29, 2020 9:08 AM
To: Troutman, Cynthia <Cynthia.Troutman@ventura.org>
Subject: RE: October 12 Strangulation Training

For purpose of MCLE credit, the statement she included is fine. We just have to define the specific number and type of credit before the final announcement goes out to the attorneys.

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From: Troutman, Cynthia <Cynthia.Troutman@ventura.org>
Sent: Wednesday, July 29, 2020 9:01 AM
To: Lyytikainen, Lisa <Lisa.Lyytikainen@ventura.org>
Subject: FW: October 12 Strangulation Training

Lisa,

Would you let me know what the answer to Joyce's question is? (below) 😊

From: Donehue, Joyce <Joyce.Donehue@ventura.org>
Sent: Wednesday, July 29, 2020 8:55 AM
To: Troutman, Cynthia <Cynthia.Troutman@ventura.org>
Subject: RE: October 12 Strangulation Training

Good morning,

I am working with the Health Care Agency regarding approval for CME units for medical providers for a portion of this training. They have so many requirements for content on training announcements that I thought I should double-check the language on the bottom of the flyer. Their CME coordinator told me that CME announcements cannot include language similar to "CME pending."

This made me question what I included in the bottom of the flyer regarding MCLE. Do you know if Lisa's had a chance to review? I would like to know if she thinks I should remove the sentence "Additional information regarding continuing education credits to follow."

Thank you,
Joyce

From: Troutman, Cynthia <Cynthia.Troutman@ventura.org>
Sent: Tuesday, July 21, 2020 5:01 PM
To: Donehue, Joyce <Joyce.Donehue@ventura.org>
Subject: RE: October 12 Strangulation Training

Oh, Ok. I'll find out. Thank you for mentioning that.

From: Donehue, Joyce <Joyce.Donehue@ventura.org>
Sent: Tuesday, July 21, 2020 5:00 PM
To: Troutman, Cynthia <Cynthia.Troutman@ventura.org>
Subject: RE: October 12 Strangulation Training

She may want to also know if Greg wants it to be mandatory for any groups. I haven't asked him about this recently.

From: Troutman, Cynthia <Cynthia.Troutman@ventura.org>
Sent: Tuesday, July 21, 2020 4:58 PM
To: Donehue, Joyce <Joyce.Donehue@ventura.org>
Subject: RE: October 12 Strangulation Training

No, I will take a look at it first. It's usually Lisa that sends out the emails, I think to all the staff. It used to be Mike Schwartz. I will get it prepared and let Lisa know.

Thanks 😊

From: Donehue, Joyce <Joyce.Donehue@ventura.org>
Sent: Tuesday, July 21, 2020 4:56 PM
To: Troutman, Cynthia <Cynthia.Troutman@ventura.org>
Subject: RE: October 12 Strangulation Training

Hi,

I'm not sure what your normal process is. Do you want to call me tomorrow to discuss?

Thank you,
Joyce

From: Troutman, Cynthia <Cynthia.Troutman@ventura.org>
Sent: Tuesday, July 21, 2020 4:53 PM
To: Donehue, Joyce <Joyce.Donehue@ventura.org>
Subject: RE: October 12 Strangulation Training

Hi Joyce,

Ok I will get a file ready for this. Do I send out an announcement or Chuck, or Lisa?

Cynthia

From: Donehue, Joyce <Joyce.Donehue@ventura.org>
Sent: Tuesday, July 21, 2020 4:47 PM
To: Troutman, Cynthia <Cynthia.Troutman@ventura.org>
Subject: October 12 Strangulation Training

Hello,

Yes, this is a do-over. 😊 We scheduled and canceled Strangulation training with the Alliance for HOPE International Strangulation Training Institute due to the Borderline shooting and had to table it for the FJC launch. Due to the pandemic, we opted for a virtual event on Monday, October 12, that will be offered through the Alliance's new "HOPE Hub" on Zoom.

Details regarding precise schedule are still be worked out, but Gael Strack, Casey Gwinn, and Todd Flosi, M.D. will be presenting. I am working with Lisa on MCLE and VC Health Care Agency CME coordinator.

Greg wanted to offer across disciplines. With the online platform, we do not have to limit the number of participants and will invite medical professionals, paramedics, EMTs, advocates, law enforcement, judges and court staff, psychologists, therapists, and clinical social workers.

To address the challenge of keeping participants engaged for the full day, they will build schedule of 50 minutes information followed by 10 minutes of activity and Q/A. We will send attendees materials to download in advance. Time for breaks and lunch will be built in as well. The training will be recorded and available via DropBox.

The announcement flyer, preliminary agenda, and course description are attached. Please let me know if you need anything else right now. The registration link is active and I will begin distributing flyer soon.

Thank you in advance for your help!

Joyce Donehue

Joyce Donehue

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