



SAFE CRISIS MANAGEMENT

JKM TRAINING, INC. ♦ 1710 RITNER HWY. STE 1 ♦ CARLSLE, PA

TRAINING CONTRACT	
PROGRAM	SCM Staff Certification & Recertification – Theory Online
DATES	August 2-4, 2021 (1-day sessions for Staff Recertifications) & August 5-6, 2021 for Staff Certification (2-day session)
TIMES	8:30 am – 4:30 pm
PARTICIPANT #S	12 participants max in each session
ORGANIZATION/SCHOOL	Covington Independence Public School
ADDRESS	25 East 7 th St
CITY, STATE, ZIP	Covington KY 41011
CONTACT	Janice Krumwiede
CONTACT TELEPHONE	Work #: 859-392-3182 Cell#: 859-992-9818
CONTACT EMAIL	Janice.krumwiede@covington.kyschools.us
JKM INSTRUCTOR	Charley Cheek
PRICING	<p>\$12,570.00 plus instructor expenses (for up to 12 participants in each session)</p> <p>Instructor Expenses Include:</p> <ul style="list-style-type: none"> ▪ Mileage: \$.58/mi (or current federal rate) ▪ Lodging, Airfare, Parking, Rental Car, Fuel, Taxi Service, Tolls (all at actual cost) ▪ Stayover Days: \$150/day (applicable only when instructor must stay over the weekend or additional days due to travel)
TRAINING LOCATION:	
	<input type="checkbox"/> Same As Above x <input checked="" type="checkbox"/> Different Location – please fill in
LOCATION	
PHYSICAL ADDRESS	
CITY, STATE, ZIP	
ONSITE CONTACT	
CONTACT TELEPHONE	Cell #: Alternate#:
LODGING:	
	<input checked="" type="checkbox"/> Applicable – please fill in <input type="checkbox"/> Not Applicable – Instructor commuting
LODGING	Holiday Inn Express
ADDRESS	110 Landmark Drive
CITY, STATE, ZIP	Bellevue, KY 41073
TELEPHONE	859-957-2320
ORGANIZATION/SCHOOL MUST SUPPLY (Please refer to attached room illustration)	
<p>SCM Theoretical Training:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Yes, we have an LCD Projector onsite for your use <input type="checkbox"/> No, we do not have an LDC Projector onsite ▪ Classroom space (desks/tables): 1 table/chairs per 5 participants ▪ Projection screen & long table in front of room with extension cord & power strip for JKM Training, Inc. laptop ▪ Additional long table in front of room for SCM materials ▪ Newsprint pad & easel with markers 	<p>SCM Emergency Safety Physical Intervention Training:</p> <ul style="list-style-type: none"> ▪ Adequate space for physical intervention instruction (100 sqft. per trainee) ▪ Room should be completely empty ▪ Flooring should be clean carpeting or exercise mats ▪ Hydration (water) ▪ Trainees are encouraged to bring knee pads

CONTRACT TERMS:

Contract must be signed, dated, and returned at least 30 days prior to program, unless program was set up to be provided within 30 days. In such case, contract must be returned as soon as possible. JKM Training, Inc. will not provide training without a signed contract. The number of participants listed on the contract is firm, unless mutually agreed upon otherwise in writing by both parties. If Organization/School increases the number of participants above the participant maximum, each participant over the maximum will be charged at the following rate: 5-day Workshop: \$399/person, 3-day Workshop: \$299/person, 2-day Workshop: \$199/person, 1-day Workshop: \$99/person. Final roster/participant count must be provided to JKM Training, Inc. at least 10 days prior to start of training date. If the number of participants increase after JKM Training, Inc. has shipped materials for training program, Organization/School will assume any additional shipping costs as required. Invoicing will occur after the program has ended; Organization/School has 30 days to submit payment before finance charges (1.5%/month) will be assessed.

CANCELLATION POLICY:

Organization/School has up to 30 days prior to the training date to cancel the program without incurring cancellation fees. If the Organization/School cancels training less than 30 days prior to the training date, cancellation fees shall be assessed as follows: 30-20 days prior 10% cancellation fee. 20-10 days prior -- 25% cancellation fee. Less than 10 days prior -- 50% cancellation fee. Fees only apply when JKM Training, Inc. is not able to re-book the dates with another training program.

FORCE MAJURE:

The performance of this contract by either party is subject to acts of God, war, government regulation, disaster, civil disorders, or other emergency making it illegal or impossible to provide the training facilities or to hold the training/workshop. This contract may be terminated for any one or more such reasons by written notice from one party to the other. In the event of such an occurrence, both parties agree to use their best efforts to reschedule the training/workshop to a mutually agreeable time.

SAFETY IN THE TRAINING POLICY:

- Organization/School is responsible for the occupational health of its participants.
- Organization/School shall clearly indicate to participants of the training the physical requirements of the course at least two (2) weeks prior to the start date of the training program. Participants must understand that this training includes practice of emergency safety physical intervention which includes physical contact, movement and risk of injury.
- Organization/School shall clearly indicate to participants they are to follow the directions given by JKM Training, Inc. instructors as well as the rules of conduct indicated in the participant's workbook.
- Organization/School shall advise its participants on wearing proper attire (exercise clothing and sneakers).
- Organization/School shall assess all participants to assure they are physically able to participate in the training program prior to the start of the training program.
- Organization/School shall ensure that its employees know they are legally required to report any factors that may increase risk of injury during training. These physical conditions include but are not limited to pregnancy, heart conditions, brittle bones or personal circumstances.
- Organization/School understands that JKM Training, Inc. reserves the right to exclude anyone deemed unsuitable for training on the basis of health, physical status or unprofessional attitude.
- JKM Training, Inc. does not guarantee that the techniques and methods taught in this program comply with all local laws, policy or regulations governing individuals using them. Organization/School should verify this compliance with the appropriate authorities.
- JKM Training, Inc., its owners, and instructors assume no liability for injuries, loss, or damages associated with the misuse, or incorrect application of skills and techniques taught in the program or illegal or inappropriate use of the same whether or not such injury, loss or damage is foreseeable.
- Organization/School shall indemnify, hold harmless and defend JKM Training, Inc. from and against any and all costs, expenses (including reasonable counsel fees), liabilities, losses, damages, suits, action, fines, penalties, claims or demands of any kind and asserted by or on behalf of any person, entity or governmental authority arising out of or in any way connected with this training contract.

SAFE CRISIS MANAGEMENT POLICY REQUIREMENTS FOR CONTRACTED ORGANIZATION/SCHOOL:

Below are the policy requirements for the successful implementation of Safe Crisis Management in service agencies and schools. Organization/Schools utilizing JKM Training, Inc. for the training of personnel as SCM Instructors or for the training of direct service staff in SCM, through this contract, must agree to create policies congruent with those indicated below.

Training Policy:

- Establish Safe Crisis Management as the intervention model staff will use.
- Establish which staff must be trained (suggested all direct contact staff be trained) - comply with all governing bodies.
- Time requirements must comply with all governing bodies and according to best practice standards. Ongoing training is highly recommended to minimize learning drift. Staff recertification is required on an annual basis or in accordance to licensing regulations.

Intervention Policy:

- Organization/School's mission
- The conditions requiring emergency safety interventions (harm to self or others) – emphasized as a last resort option.
- Interventions must follow the least restrictive alternative principle.
- Intervention methodology (prevention, de-escalation, emergency safety and after incident).
- Establish which emergency safety physical interventions are permitted for use.
- Adherence to an individual's behavior support plan during any emergency safety intervention.
- A clear indication as to who can physically intervene.

- A clear substitution procedure during emergency safety physical interventions.
- Monitoring and documentation requirements.
- A clear release process during emergency safety physical interventions.
- Documentation that staff have attended training and demonstrated competency and acceptance of the intervention policy.
- Whenever possible, a supervisor or designee be present and approve the use of emergency safety interventions.
- Duration limitations for emergency safety physical interventions should not exceed state law or established accreditation requirements. JKM Training, Inc. requires a time limit of five minutes for prone interventions and a ten minute time limit for all other interventions. Distress factors should be monitored during and after any intervention.
- Adopt goals to reduce the use and duration of emergency safety interventions.

Supervision Policy:

- Should provide supervisors with a clear expectation of the SCM related duties.
- Supervisors should teach, support, monitor and enforce SCM performance expectations.
- Supervisor should be able to identify SCM curriculum priorities; set performance expectations accordingly; observe/review employee performance; provide reinforcement or corrective action; revise SCM priorities as needed.

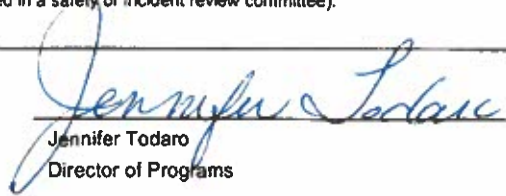
Documentation Policy:

- Should address staff's responsibility to complete accurate incident reports
- All documentation should be completed prior to the end of the staff's workday.

Evaluation Policy:

- Organization/School should establish an incident review process (often reviewed in a safety or incident review committee).

Customer Signature



Jennifer Todaro
Director of Programs

May 18, 2021

Date

Date

Please Sign, Date and Return