



October 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
				COVID-19 Protocol Rollout 10 – 11am EST (webinar) All leaders	Phone Skills Training 10 – 11:30am EST (webinar) Sales Directors	
4	5	6	7	8	9	10
				Yardi Work Order Deep Dive 2 – 3pm EST Maintenance, Admin, Housekeeping	Phone Skills Training 10 – 11:30am EST (webinar) Sales Directors	
11	12	13	14	15	16	17
		Sales Training All Day Sales Directors	Sales Training All Day Sales Directors	Sales Training All Day Sales Directors	Safety Training: Elopement Drill, Missing Person Drill, BAS, Daily Safety Report 11am – 12:30pm EST Ames, Naperville, Fishers leaders	
		Interview Training 10 – 11am EST All hiring leaders	Pre-Employment Screening & Onboarding Training 2 – 3pm EST All hiring leaders			
18	19	20	21	22	23	24
		Monthly Check-in Training 3 – 3:30pm EST All hiring leaders		Monthly Safety Meeting Training 11 – 12pm EST Business Directors	CSIG-U Intro 10 – 10:30am EST All leaders	
					Safety Training: Elopement Drill, Missing Person Drill, BAS, Daily Safety Report 11am – 12:30pm EST Avon, Libertyville leaders	
25	26	27	28	29	30	31
		Leave Management & Workers Comp Training 10 – 10:30am EST -- All hiring leaders	Red Flag Process Training 11am – 12pm EST ED's, Wellness, Sales leaders	Month End Training 11:30am – 1:30pm EST (virtual) Business Directors	Safety Reportables Training 11am – 12pm EST All leaders	
					CSIG-U Technical Training 2:30 – 3:30pm EST All leaders	

Dates & Training Topics are Subject to Change – More details will be sent to you via Outlook