



---

1335 Dublin Road, Suite 105C, Columbus, Ohio 43215  
Phone: 614.221.7841 ♦ Fax: 614.487.9320  
Website: [www.maccinc.net](http://www.maccinc.net)

---

## **MACC Quarterly Cultural Competence Lecture Series** **Request Form**

The Multiethnic Advocates for Cultural Competence (MACC) in collaboration with a local county behavioral health board (Collaborative Partner) and other community agency partner(s) will provide a three hour culture specific lecture/training recommended by the partners. The training shall be conducted twice (morning and afternoon) to accommodate the scheduling needs of perspective participants. MACC will charge the participants a nominal fee of \$25-40, depending on membership status.

MACC's responsibilities:

- MACC will provide the trainer/expert on the selected topic. The topic will be further discussed with Collaborative Partner(s)' staff and adjusted to specific requirements of the trainees, if needed;
- MACC will develop and forward to the Collaborative Partner(s) a training registration form/brochure and will distribute it to the entire MACC membership and other mailing lists statewide;
- MACC will be responsible for providing all training materials and evaluation forms;
- MACC will secure and pay the costs thereof for the training venue;
- MACC will be responsible for conducting training registration;
- MACC will provide continental breakfast and afternoon refreshments and;
- MACC will provide certificates of completion/attendance and CEU's for Psychologists, Nurses, Counselors, Social Workers and RCH's for Chemical Dependency professionals for each participant.

Collaborative Partner(s) responsibilities:

- Collaborative Partner(s) shall select the training date, topic and identify the appropriate training venue no later than 3 months prior to the training date;
- Collaborative Partner(s) shall forward local e/ mailing lists to MACC no later than 2 months before the training date;
- Collaborative Partner(s) is/are responsible for engaging staff, local county behavioral health, education, social service, health and other agencies/organizations to participate in the lecture/training and market the event locally and;
- Collaborative Partner(s) shall provide clerical support at the time of registration, if needed.

Please indicate the desirable time frames.

### **Contact information:**

Name \_\_\_\_\_

Agency \_\_\_\_\_

Phone Number \_\_\_\_\_

Email \_\_\_\_\_