

# American Cancer Society Circle of Life<sup>SM</sup>

*Cancer Education and Wellness for American Indian and Alaskan Native Communities*

## Community Health Representative Training

Tuesday, May 3, 2011 from 8:00 a.m. – Noon  
(Share the Care Cancer Conference Opens At Noon)  
Forest County Potawatomi Casino Resort

*Registration for the Circle of Life training is free.*

*Travel assistance funds are available.*

*You must register separately for Share the Care*

### Topics:

1. Cancer Types
2. Cancer Treatment
3. Healthy Habits and Screening
4. Caregivers

### Circle of Life<sup>SM</sup> features:

1. American Indian/Alaskan Native Artwork from throughout the U.S.
2. Two sets of power points for each topic: One set up for use with the Automatic Response System and one basic power point
3. Website containing all materials and flip books for one-on-one presentations are under development and will be available to participants in the Fall of 2011.

### Participants will receive all program materials including:

1. Power point presentations with scripts
2. Activities to make the presentations interactive
3. Supporting materials including written background information on each topic
4. Fact Sheets covering major cancers, treatment and healthy habits
5. Information on how to establish a program in your community
6. Ongoing support from American Cancer Society Health Equity staff

**For more information, please contact**

**Marjorie Johnson at 218.529.7627 x23 or [marjorie.johnson@cancer.org](mailto:marjorie.johnson@cancer.org)**



## CHR Circle of Life Training and Share the Care Conference – 2011

### Community Health Representative/Community Health Worker

#### Travel Assistance Application (Applicant must attend Circle of Life Training the morning of May 3)

Travel assistance to attend Share the Care 2011 is provided by the American Cancer Society to enable community health representatives/community health workers to participate in the Circle of Life Training from 8:00 a.m. – noon on May 3, 2011 and the Share the Care Conference May 3-4, 2011.

Personal Information (Please type/print)	
Name	
Title	
E-mail	
Phone	
Organization	
Tribal Community Served	
Travel Information (Please type/print)	
Estimated roundtrip mileage (14 cents/mi)	
Number of nights at hotel	
Estimated meal expenses	
Total estimated travel expense	
Amount of travel assistance requested	
General Information (Please type/print)	
How will you use the information learned at the conference to support your tribal community?	

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

I have received my supervisor's approval to attend Share the Care 2011 as evidenced by the signature below:

Supervisor's Name \_\_\_\_\_

Supervisor's Signature \_\_\_\_\_

Submit applications to Marjorie Johnson at 218.727.8069 (fax) or marjorie.johnson@cancer.org by April 1, 2011.

**Please call 218.529.7627 x23 to verify that fax has been received.**

Application can also be mailed to:

American Cancer Society, c/o Marjorie Johnson, LL2 Ste 200, 130 W Superior St, Duluth MN 55802

## CHR Circle of Life<sup>SM</sup> and Share the Care Conference—2011 Training Registration and Travel Assistance Application Questions and Answers

### When and where is the Circle of Life<sup>SM</sup> training? Is there a cost?

Tuesday, May 3 from 8:00 a.m. – Noon at the same location as the Share the Care Conference. Breakfast will be provided from 7:00 – 7:45 a.m. for registered participants. No cost for training.

### Why is travel assistance being offered?

To provide Community Health Representatives with the opportunity to learn about the revised Circle of Life<sup>SM</sup> Curriculum developed by American Indian/Alaskan Native health educators in partnership with the American Cancer Society and then implement in their communities.

### Who is eligible for travel assistance?

Eligibility is limited to CHRs employed by Tribal Health or American Indian organizations. **Priority will be given to Wisconsin CHRs.**

### What does travel assistance cover?

- (1) Lodging at the Forest County Potawatomi Casino Hotel the night of Monday, May 2 will be paid directly to the hotel by the American Cancer Society on behalf of the recipient.
- (2) The amount of additional assistance depends on the number of applicants and applicant need. Eligible expenses include cost of second night at conference, food and possibly mileage at 14 cents a mile if you are not reimbursed mileage from another source. Recipient must provide receipts for meals and second night at hotel and mileage log for travel (if requested).

### How do I apply for travel assistance?

Fill out the Travel Assistance Application and return it via mail, fax or email to Marjorie Johnson no later than April 1. If you fax the application, please call 218.529.7627 x23 to make sure the fax has been received.

You will be notified by April 8 about the status of your request and how much funding is available to you.

### Registration for the training. Can other medical staff attend?

Your Travel Assistance Application also serves as your registration for the training. While only CHRs are eligible for travel assistance, other medical staff are welcome to attend the training. They should use the same form but skip the Travel Information section. **Please note that you must register for Share the Care separately using the registration form provided in the Share the Care brochure.**

### What resources will I receive during the training?

A DVD containing all program presentations (power points), fact sheets, Knowledge Questions (pre- and post tests), and activities. Brochures and information on other materials that will be available **in Fall 2011.**

### What support will I receive after the training?

American Cancer Society Health Equity staff will work with participants in laying the ground work for a Circle of Life<sup>SM</sup> program in their community (following agreement of tribal leadership). ACS Health Equity staff will provide ongoing support to communities implementing Circle of Life<sup>SM</sup>.