Question Persuade Refer (QPR) – <mark>In-Person Training</mark>
Training Request Form

Please complete and return the form to Linda Puebla at lpuebla@sdchip.org

Organization Name:	
Contact Person Name:	
Email Address:	
Cell Phone Number:		Work Phone Number:	

Requested Training Date(s):	
Requested Training Times(s): *The training is typically 1.5 to 2 hours in length*	
Training Site Address:	

Site Notes
Please note, that as a host site, **you must have audio visual (AV) equipment** that can properly project a PowerPoint presentation. This includes a projector, computer/laptop, and screen. Considerations should be made if you are hosting the training for a large group (e.g. microphones). Your assigned trainer will be bringing the QPR presentation on a flash drive.

Approximate Number of Participants (*minimum 10*):	
Target Audience/Audience Description:	
Is this training open to the public? *If **yes**, your training will be advertised and you will serve as the point of contact for RSVPs.*	☐ Yes ☐ No

Would you like a certificate template to print out for participants of your training?	☐ Yes ☐ No
Do you have any special requests?	

Additional Notes
As a host site, you are **required** to print out enough copies of the following documents that will be sent to you once your training is confirmed:

- **Sign-In Sheet**
- **SPC Resources Page**

You must also provide the following evaluation link at the end of the training: https://www.surveymonkey.com/r/QPR2023CHIP

You are **required** to collect the names of the participants in attendance and send that list to the trainer/CHIP contact.

If you have any questions or need additional information, please contact Linda Puebla at lpuebla@sdchip.org.