

# Initial Adult Residential Administrator Certification (and HIV TB Course)

## 35 Hour 4 Day Course for new administrators

ID	Location	8:00 AM to 5:30 PM	Day	YEAR
825	Hawthorne	Oct 14, 15, 21, 22	Sat Sun Sat Sun	2017

### HIV AIDS TB Course FREE With Your Course Registration

Date	Testimonials
8/14/11	Great seminars. Dr Brotman very knowledgeable great charisma, Christine great instructor
8/14/11	Material was concrete and good delivery. Great more Dr Brotman.
8/14/11	liked the experiences of the instructor that were related to the material lean red
8/14/11	small personal and friendly.
8/14/11	Dr Brotman and Mrs Destajo were excellent with makin us understand subjects they were teaching. I loved all Mrs Destajo stories. They truly helped me understand this field a whole lot more
3/9/13	I liked the wealth of information. I liked the comfortable atmosphere free of judgement and promoting gout discussions.
3/9/13	Friendly and help gull setting of the class. Material was relevant and easy to look through.
3/9/13	I liked the guide to helping students get started. Clear direction to understand my responsibility.
12/13/09	Eric Brotman courses enlightens your way of thinking and helps you to start those rusty wheels a turning. The program helps you to make your goals of an ARF an actuality. I feel am 3 steps closer. I feel prepared for any situation that may arise. SL
11/15/09	Instructors were very particular in everything, making sure we understand the laws and duties.
10/09/09	I like the atmosphere and I like that that all of the instructors were very knowledgeable. EF
9/20/09	It was informative and honest. The instructors did not sugar coat any information or make it seem easy.
5/3/09	Lindie is a wonderful instructor the best..
5/3/09	Great instructor. If she did not have the answer she found it. This was an exceptional course.
6/20/09	I would recommend this course to all people who are either certain or uncertain of opening an ARF. AR
6/20/09	Excellent, you know well your stuff. Excellent wonderful class environment. RS
8/9/09	The binder is very helpful. Well organized. Instructors share their hands on experience. RS
8/9/09	Christina and Eric teach in an organized fashion and keep the class moving.
8/9/09	Overall I got more excited to go into the ARF business.
8/9/09	Instructors are well educated. Down to earth and easy to understand.
8/9/09	Eric I love the class. Teachers were well informed on subject matter. I felt so comfortable. Thanks so much Eric.
7/19/09	I really appreciate the information on how to manage your business. Loved that there were different presenters each day. LW
1/25/09	Overall I appreciated your time and effort fro all the instructors. It was a joy to take your class. AB
1/25/09	I would strongly recommend this course to anyone who is interested in opening an ARF or as administrator. Very informative and provided great tools to support taking the licensing exam.

**Course Locations**  
**CAEDSS 14127 Crenshaw Blvd Hawthorne 90250**

**We are an approved  
Community Care  
Licensing Vendor**  
ARF Admin Initial #1000533-735-1  
ARF CCL Recert #1000533-735-2  
GH CCL Recert #1000533-730-2  
RCFE Recert CE#1000533-740-2  
RN Approval #14227

## How To Register By Check or Money Order

Circle the dates of the course you wish to enroll in.  
Complete your name and contact information.



**SMART SEMINARS**

5116 Varna Ave  
Sherman Oaks, CA 91423

**Make out a check or money order to Smart Seminars and mail with this completed form to the Sherman Oaks address:**

Full Name of Student

Email of Student

Cell Phone

Address

City

Zip

Name of facility where you are currently associated with:

### Course Fees

Regular: \$300.00 prior to class by phone or internet with credit card (includes HIV AIDS TB Course).

Late: \$400.00 at the door (cash only)

### Online HIV AIDS TB Course: FREE WITH YOUR COURSE REGISTRATION

*HIV AID TB Course is good for 90 days from the last day of the administrator course.*

**PLEASE READ NEW ADMINISTRATORS** I understand I am enrolling in the Adult Residential Administrator Initial Certification Course to become a new administrator of an ARF that cares for clients ages 18 – 59. I understand that the course is not for becoming an administrator of a group home for children or elderly RCFE facility. I understand I have 60 days from the last day of the course to take the ARF test at a CCL Office.

**Course and Refund Policy:** All Course fees are non refundable and non transferable. If you cannot attend the course you will be issued course credit that is good for 90 days.

## Program Design Application Assistance

Adult Residential Care Facility (ARF)  
Residential Care for Elderly (RCFE)  
Adult Day Care (ADC)

Residential Regional Center Program  
Day/Job Program Services  
Independent Living Services

We complete the entire application for you from A - Z  
All work is guaranteed and includes any corrections.

Get it Done Right The First Time