

## 2015 Client Database Training Schedule

The schedule for 2015 is as follows:

Monday, February 2	Monday, August 3
Monday, March 2	Monday September 14
Monday, April 6	Monday, October 5
Monday, May 4	Monday, November 9
Monday, June 8	Monday, December 7
Monday, July 14	

The training starts promptly at 9:00 a.m. and will last approximately until 3:00 p.m. The location is DHMH, 201 W. Preston Street, Baltimore, MD, Room SS-12A unless other arrangements are made. The format is 'hands on' in the computer training room.

We require that each new CDB user who will be doing data entry be fully trained prior to using the database and encourage potential users to register for a training session as soon as possible.

Please contact Lorraine Underwood to register for training and further instructions at 410-767-0791 or via e-mail at [Lorraine.Underwood@maryland.gov](mailto:Lorraine.Underwood@maryland.gov). Once training is requested, you will receive a confirmation with further instructions.