Registration. The registration fee is $45, and includes lunch, breaks, and workshop materials. To register, complete the registration form, attach the required fee (payable to the KU Transportation Center), and mail to the KU Transportation Center. If your agency will need several days to process the fee, please submit the registration form and indicate that the fee will follow. Registration is required and must be received by registration deadline. Thank you.

DO NOT DELAY submitting your registration form. CLASSES MAY FILL UP BEFORE REGISTRATION DEADLINE. You may mail in your registration, fax your registration to 785-864-3199, attention: Kristin, or register online at http://www.ksrtap.org - go to the training calendar, click on the workshop you wish to attend.

Overnight Accommodations. Hotel reservations must be made by the participant. If you have any accommodation questions call the Transportation Center at 1-800-248-0350 or 785-864-2594.

Assistance for Participants with Disabilities/Special Dietary Requirements. The KU Transportation Center is committed to accommodating persons with disabilities and those with special dietary needs. Please call our office or mark the registration form. A staff person will contact you to discuss your needs. To assure assistance, please register at least 10 days before the workshop you plan to attend.

The University of Kansas prohibits discrimination on the basis of race, color, ethnicity, religion, sex, national origin, age, ancestry, disability, status as a veteran, sexual orientation, marital status, parental status, gender identity, gender expression and genetic information in the University’s programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Director of the Office of Institutional Opportunity and Access, IOA@ku.edu, 1246 W. Campus Road, Room 153A, Lawrence, KS 66045, (785) 864-6414, 711 TTY.

Registration Deadlines

Registrations must be received by the following dates. Class size is limited and may fill up before registration deadline.

Please no more than 12 attendees per agency. Any number after 12 will be put on a waiting list until other agencies have had a chance to register. Thank you.

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For More Information

Contact Kristin Kelly at the KU Transportation Center, 1-800-248-0350 or 785-864-2594

Email: kbkelly@ku.edu
Techniques for Driving Defensively

The objective of this training is to provide you with the tools to improve defensive driving skills in transit services, recognizing the special challenge of driving oversized and heavier vehicles while transporting passengers.

The morning session will provide you with tools that target the special characteristics of defensive driving: overcoming blind spots, longer stopping distances, and higher center of gravity of transit vehicles. The afternoon session will cover one of the following additional defensive driving topics:

- **Driving Defensively in a Distracting Environment** which addresses some of the distractions specific to transit drivers: passengers on board, traveling to new addresses, specific pickup requirements, adhering to a schedule, and many others.
- **Tools for Transit Operator Fatigue** which offers a variety of resources, methods, and techniques to deal with operator fatigue.

This course utilizes the curriculum of the National Safety Council Coaching the Van Drive III, National Transit Institute and the curriculum of Curbing Transit Operator Distracted Driving, developed by Florida DOT and USDOT Transportation Safety Institute. This training satisfies the KDOT - RTAP Driver Training requirement.

**August 19, Winfield**
(Tellante) Southwestern College
100 College St.
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**August 20, Emporia**
Emporia State University
Memorial Union - 1 Kellogg Circle
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**November 4, Ottawa**
Neosho County Community College
Ottawa Campus - 900 E. Logan
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**November 5, Manhattan**
Neosho Co. Comm. College
Fossil Creek Hotel   Holiday Inn Wichita East I-35

**Responding to Emergencies in Rural Transit**

The objective of this training is to provide you with the tools to improve your response to emergency situations as they begin to unfold. The morning session on Response procedures is a basic awareness course to help you identify emergencies, an orientation to emergency equipment on your vehicle and the emergency procedures seven steps to crisis management. The afternoon session will cover how to use your vehicle’s emergency equipment to help passengers in an emergency situation.

The course utilizes the curriculum of the National Safety Council Coaching the Van Drive III, National Transit Institute and the curriculum of Curbing Transit Operator Distracted Driving, developed by Florida DOT and USDOT Transportation Safety Institute. This training satisfies the KDOT - RTAP Driver Training requirement.

**August 11, Russell**
Fossil Creek Hotel
1430 S. Fossil
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**August 13, Wichita**
Holiday Inn Wichita East I-35
945 S. Rock Rd

**October 23, Leavenworth**
Rural Transit Center
123 E Esplanade St
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**On-Demand/On-Site Course Offerings**

In addition to the scheduled course offerings, courses listed below are available ‘on demand’ to rural transit agencies in Kansas. These hands-on courses require a minimum class of ten students and will be delivered at a location and date determined by the agency requesting the course. Requests for on-site courses must be made at least six weeks in advance of the anticipated date of the course. Please contact Anne Lofgren at 785-864-1469 or alofgren@ku.edu to host and schedule these training sessions in your area.

**Evacuation Techniques for Rural Transit Passengers**

The objective of this training is to learn the process of evacuation evaluation, including crisis communication techniques, how to identify hazards and evaluate the best way to conduct an evacuation, how to stay calm, and how to evaluate options and what to do with non-ambulatory or visually impaired passengers so that all passengers can be safely evacuated from the vehicle. The training offers skills development through evacuation simulations. The afternoon session is a hands-on training with simulated evacuation. This course is based on materials developed by the National Transit Institute, Transit Cooperative Research Program. ParaTransit Emergency Preparedness and Operations Handbook, Federal Transit Administration. Vehicle Evacuation Procedures and Immediate Actions for Transit Agencies for Potential and actual Life-Threatening Incidents. This training satisfies the KDOT - RTAP Driver Training requirement. Call or email if you would like to host this class.

**September 23, Newton**
Harvey County Courthouse
800 N. Main Street

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**Passenger Assistance for Rural Transit Operators**

This training is designed to assist transit employees in maintaining effective working relationships by recognizing and responding to the diverse needs of individuals and groups within the transit workplace.

This course is based on materials developed by the Community Transportation Association of America and the National Transit Institute. This training satisfies the KDOT - RTAP Driver Training requirement.

**September 24, Seneca**
Ottawa County Transit
1008 N. 11th Street

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**Advanced Mobility Device Securement Skills**

The objective of this training is to provide transit operators with strategies and best practices for securing powered mobility devices that often lack traditional securement points and placing lap belts on the passengers who use mobility devices as transit seating. Participants will review pre-trip preparation, on-board tools and equipment, effective strap securement locations, and safe work practices and then practice securement techniques on a variety of mobility devices, e.g. powered wheelchairs, scooters and other difficult-to-secure assistive devices. This course is based on materials developed by the National Transit Institute. This training satisfies KDOT - RTAP Driver Training requirement. Call or email if you would like to host this class.

**October 20, Liberal**
Hosted by City of Liberal

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**Evacuation Techniques for Rural Transit Passengers**

The objective of this training is to learn how to evaluate options for and what to do with non-ambulatory or visually impaired passengers so that all passengers can be safely evacuated from the vehicle. The training offers skills development through evacuation simulations. The afternoon session is a hands-on training with simulated evacuation. This course is based on materials developed by the National Transit Institute, Transit Cooperative Research Program. ParaTransit Emergency Preparedness and Operations Handbook, Federal Transit Administration. Vehicle Evacuation Procedures and Immediate Actions for Transit Agencies for Potential and actual Life-Threatening Incidents. This training satisfies the KDOT - RTAP Driver Training requirement. Call or email if you would like to host this class.

**November 4, Ottawa**
Neosho County Community College
Ottawa Campus - 900 E. Logan

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**November 5, Manhattan**
Neosho Co. Comm. College
Fossil Creek Hotel   Holiday Inn Wichita East I-35

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Please indicate the location of the workshop you will attend.

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**Techniques for Driving Defensively**

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**Register on the web** at [http://www.ksrtap.org](http://www.ksrtap.org)

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**Registration Fee $45/person**

Please check payable to the University of Kansas. Enclosed  ____ Bill My Agency

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**Mail to:** Kristin Kelly, KU Transportation Center
1536 West 15th Street, M205C 9G20, Lawrence, KS 66045
Or fax to: 785-864-3199, attn: Kristin; or call 785-864-3199, attn: Kristin. Enclosed  ____ To Follow

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**Refund Policy:** The registration fee is refundable if notice of cancellation is received in writing 48 hours prior to the start of the program. Registrations who are unable to attend and DO NOT cancel in advance are subject to the registration fee. Substitutions may be made at any time. Please notify us of any changes IN WRITING by emailing Kristin at kbkelly@ku.edu.