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

Advance Registration Required

Registrations must be received in advance, by the following deadlines or sooner. Class size is limited.

Courses may fill up before the 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.

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<th>Register no later than</th>
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KDOT-REQUIRED DRIVER TRAINING

For More Information

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

Email: kbkelly@ku.edu
**Techniques for Driving Defensively**

This course is designed to provide tools to improve defensive driving skills in transit services, recognizing the special challenge of driving oversize and heavier vehicles while transporting passengers. The morning session provides tools that target the special characteristics of driving defensively: overcoming blind spots, longer stopping distances, and higher center of gravity of transit vehicles. The afternoon session will address some of the distinctions specific to transit drivers: passengers on board, traveling to new addresses, specific pickup requirements, adhering to a schedule, and many others.

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

**Passenger Assistance for Rural Transit Operators**

This course provides tools to develop and maintain a safe environment on a transit vehicle by improving passenger assistance procedures on the vehicle. It also covers how to maintain procedures on your vehicle that preserve a healthy environment on your vehicle for you and your passengers. This is a basic awareness course to learn how to safely board and de-board passengers from the vehicle and identify special procedures for those passengers with special needs, including individuals who use mobility devices. The course includes an overview of the Americans with Disabilities Act.

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.

**Passenger Assistance for Rural Transit Operators:**

- **March 16, Garden City**
  - Noon – 12:45 pm Lunch
- **April 6, Oakley**
  - 9:30 am - Noon Responding to Emergencies
- **April 13, Pittsburg**
  - Noon – 12:45 pm All-Hazards Awareness & Preparedness for Transit Employees
- **June 8, Liberal**
  - 12:45-4:00 pm Hands-On Training and Simulated Evacuations
- **June 15, Russell**
  - 9:30 - 12:30 pm Passenger Assistance (Part 2)
- **June 22, Salina**
  - 9:30 - 9:45 am Registration
  - 9:45 - Noon Lunch
  - Noon – 4:00 pm Passenger Assistance (Part 1)

**On-Site Training by Request**

KDOT-Required driver training must be renewed every two years. The following RTAP courses are designed with more in-depth training and qualify as renewal courses for their respective topics. These courses are available by request to Kansas rural transit agencies. These hands-on classes require a minimum of 10 participants and will be delivered at a location and date determined by the transit agency requesting the course. Requests for these courses must be made at least six weeks in advance of the anticipated date of the course.

Contact Anne Lowder at (785) 864-1469 or aclowder@ku.edu to host and schedule either of the following opportunities in your area.

**On-Site Training by Request**

- **March 16, Garden City**
- **April 6, Oakley**
- **April 13, Pittsburg**
- **May 4, Winfield**
- **May 18, Olathe**
- **June 8, Liberal**
- **June 15, Russell**
- **June 22, Salina**

**Responding to Emergencies in Rural Transit**

This course provides tools for transit vehicle operators to better respond to emergency situations as they begin to unfold. The morning session provides basic awareness to help identify emergencies, an orientation to emergency equipment on the vehicle, and a review of seven steps for crisis management during an emergency. The afternoon session covers all hazards awareness and preparedness for transit employees. It is designed to help transit employees develop the observation, communication, and response skills needed to address all hazards incidents while ensuring their own safety and that of their customers. Participants will learn the importance of taking all hazards approach to transit incidents and events, understand their responsibilities and priorities during such incidents and events, learn to distinguish between notice and no-notice situations, and learn to select appropriate response and reporting strategies for all hazards incidents and events. This training satisfies the KDOT-RTAP Driver Training requirement.

**Responding to Emergencies in Rural Transit:**

- **March 16, Garden City**
  - Noon – 12:45 pm Lunch
- **April 6, Oakley**
  - 9:30 am - Noon Responding to Emergencies
- **May 4, Winfield**
  - Noon – 12:45 pm All-Hazards Awareness & Preparedness for Transit Employees
- **June 8, Liberal**
  - 12:45-4:00 pm Hands-On Training and Simulated Evacuations

**Advanced Mobility Device Securement Skills and Development:**

- **April 28, Salina**
  - OCCK, Inc.
  - 340 N. Santa Fe

**Registration Form**

Use this form or register online at [http://www.ksrtap.org](http://www.ksrtap.org)

**Name:**

**Title:**

**Agency:**

**Address:**

**City:**

**Phone:**

**Zip:**

**Fax:**

**Email:**

Indicate the location of the course(s) you will attend.

**Techniques for Driving Defensively:**

- **March 16, Garden City**
- **April 6, Oakley**
- **April 13, Pittsburg**
- **May 4, Winfield**
- **May 18, Olathe**
- **June 8, Liberal**
- **June 15, Russell**
- **June 22, Salina**

**Passenger Assistance for Rural Transit Operators:**

- **April 28, Salina**

**Please call me regarding accommodations for persons with disabilities or special dietary needs.**

**Registration fee $45/person**

Please make check payable to the University of Kansas. Enclosed ___________ To follow ___________ Bill my agency

**Mail to:** Kristin Kelly, KU Transportation Center, 1536 West 15th Street, M2SEC Suite G520, Lawrence, KS 66045

**Or fax to:** (785) 864-3199, attn: Kristin

**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 48 hours prior are subject to the registration fee. Substitutions may be made at any time. Please notify us of any changes by emailing Kristin at kkb@ku.edu.