



# Let's Get Organized

## A Skill-Building Workshop for Families of Children with Special Needs

- Are you feeling overwhelmed by the volume of records that you need to keep for your child?
- Do you need to develop a method of organizing all of the information you collect about your child's special needs?
- Would you like to learn a way to effectively manage medical and educational paperwork?
- We will provide you with tools to put together a "system in a notebook" and share organizing and problem-solving tips.

Join your Family TIES Regional Coordinator for this free workshop to develop your own record-keeping system.

**DATE & TIME:** Thursday, November 10<sup>th</sup> from 10-12 Noon

**LOCATION:** South Shore Support Services

317 Libbey Industrial Park, Suite B300, Weymouth

**PLEASE RSVP** to Renee McCorkle:

[rmccorkle@southshoresupportservices.org](mailto:rmccorkle@southshoresupportservices.org) or

781-331-7878, ext. 19 by November 7, 2011

\*\*\*\*\* Each family will receive an organizing notebook so your RSVP is important!! \*\*\*\*\*



Family TIES is a project at the Federation for Children with Special Needs, funded by the Massachusetts Department of Public Health, Bureau of Family and Community Health, Division for Perinatal, Early Childhood & Special Health Needs.