

MEMORANDUM

TO: Executive Directors, DSN Boards; CEOs, Contracted Service Providers;
Day Program Directors; and Employment Specialist

FROM: Constance Holloway, Office Director 

DATE: September 30, 2025

SUBJECT: Employment Services – Individual Training

An in-person employment training, “Employment First, Making It Happen” will be provided on Thursday, October 16, 2025, from 9:30 am - 3:00 pm, on the Prisma Health Richland Campus at the lower level of Two Medical Park in the Lecture Hall. This training is recommended for all new employment staff, those who supervise employment staff, or anyone interested in a refresher on Employment Services-Individual Guidelines. Certified Employment Support Professional (CESP) credits are available from the Association of People Supporting Employment First (APSE).

As noted, this is an in-person event and spaces are limited. Priority will be given to those who respond first. Lunch will be on your own. Parking is plentiful and free of charge. To access the Lecture Hall, please park in the lower-level parking lot beside Two Medical Park. Use the link below to register for the training. Registration will end at the close of business on Monday, October 13, 2025, or once the training has reached capacity. A map of the Prisma Richland Campus is attached for your convenience.

Should you have questions, please contact, Susan.Davis@uscmed.sc.edu or (803) 606-3815.

[REGISTER HERE](#)

Attachment: Prisma Health Richland Campus Map

PRISMA HEALTH TWO MEDICAL PARK

