



Lean Six Sigma – Lock Step Certification

Excursions for
Sustainability through Certification



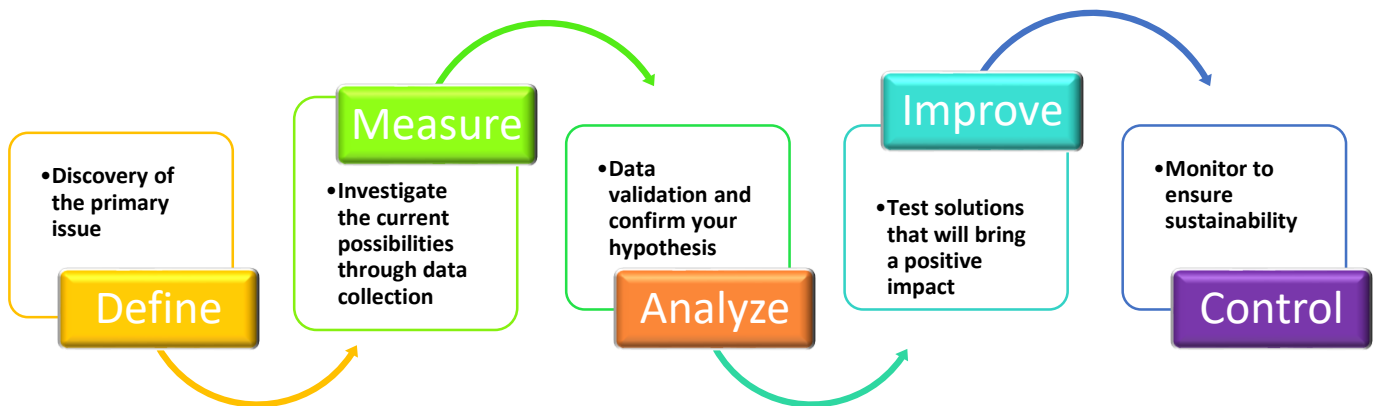
“We Simplified Our Universe...
So That You Could Improve Yours”



A division of CMA Enterprise
Incorporated

What is a DMAIC Process Station?

The DMAIC Process Stations contain the tools and technical approaches
That assist our candidates in building a business case for transformation.



“...It gives me great pleasure to recommend CMA Enterprise Incorporated... In a three year timeframe the CMA Team has delivered Project Planning, and Scheduling, Team Dimensions, Kaizens and Lean Six Sigma Green Belt and Yellow Belt Training. I recommend them with enthusiasm and given the opportunity would engage them again in future training initiatives...”

Peterjohn Plummer, Sr. Mgr. – Operations Systems Projects

Noven Pharmaceuticals, Inc.

(a member of the Hisamitsu Group)Miami, FL



Our Lean Excursion Options



Online & Blended

For the business professional, we made training available 24/7 virtually with the option to have live chats when needed.

Standard Package

Choose your course requirements and we will facilitate it at your office or at an off site location.

Customized

We can customize the training schedules to fit the learning culture of your Organization.



Why Choose a Lock-Step Program with TBI?

TBI offers a unique remedy for our clients who do not have 3-5 years to mobilize their lean programs. The Lock-Step Program integrates White/Yellow, Green and Black Belt Certification Excursions over a Six (6) month period. Candidates are placed into a highly interactive, accelerated learning environment that introduces the Belts consecutively. Content is easy to understand and the toolboxes are the same as in the traditional Certification Courses. Candidates still receive the full experience, but in a project management style framework. The Belt journey refers back to prior findings by earlier belt sessions, which connects the disciplines throughout the life of the improvement projects examined. A Lock-Step Program with Master Black Belt has a timeframe of 12-15 months

Your ROI is immediate because we provide you with the support you need to be successful as you apply practical solutions in your Lean Certification Journey. The most likely candidates are professionals who will lead improvement projects in their organizations or communities.

- TBI separates Lean Six Sigma by experience levels which ensures that you are able to walk before you run on tis journey
- Candidates are offered the exams for all levels of certification
- Our program content has been deemed fully compliant in the BoK for Six Sigma (Lean) by IASSC .
- Project case studies are included in the certification to assist you in fulfilling your project requirements
- Certification exams are included in the full Belt training. And available separately.
- TBI brings Lean Six Sigma to you translated into everyday business language
- Project Coaching is included in the fee for the full certification training.
- Our Candidates are provided all of the supplemental toolboxes like the traditional certification excursions

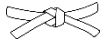
Lean Six Sigma Training Approach



The Lock Step Course includes a Case Study so that candidates can apply the tools and concepts in a practical, careful modeled environment and understand from a holistic perspective how Lean Six Sigma impacts all aspects of the organization. Other aspects of our approach include...

- Pre- session work that includes independent assigned readings
- In-class exercises
- “Toolboxes” containing worksheets and templates
- Post-training coaching for project completion
- Large and small group activities
- Belt appropriate Case studies
- Short lectures
- Videos and Short Films and Role Play
- Open book exams

TBI Lean Six Sigma Training Universe



White Belt: Assists with process mapping



Yellow Belt: Front line Team Members handle The data collection



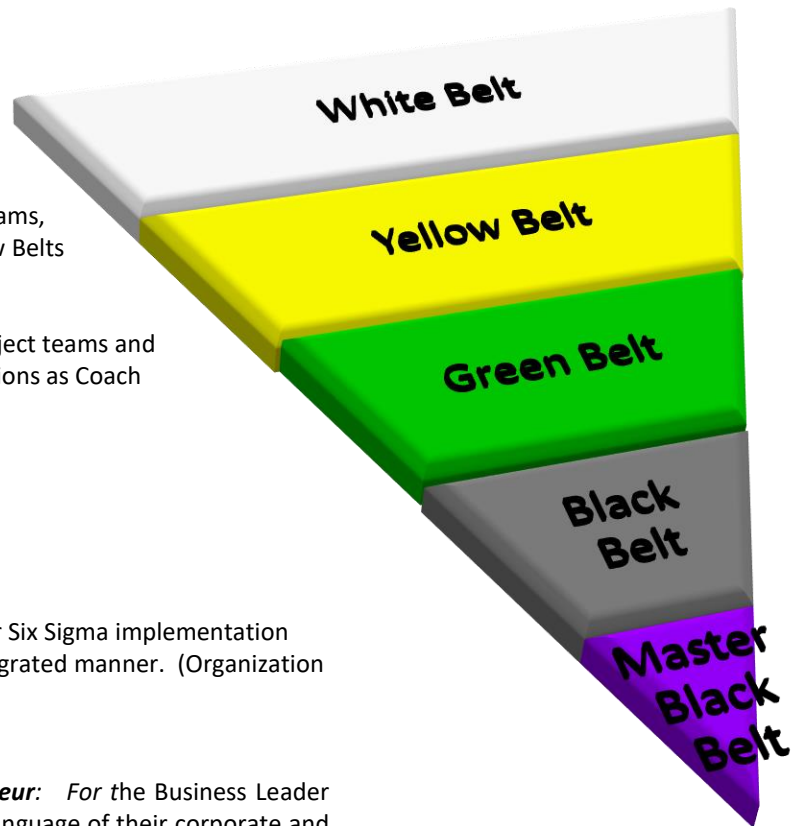
Green Belt: Lead Teams, focus on analysis



Black Belt: Solutionists, Lead Teams, Train and Coach green and Yellow Belts



Master Black Belt: Oversees Project teams and associated Team dynamics, functions as Coach to other levels



Other Certificate Training



Champions take responsibility for Six Sigma implementation across the organization in an integrated manner. (Organization Leadership)



Lean Business Leader/Entrepreneur: For the Business Leader who must be able to speak the language of their corporate and government clients in order to close the deal.



Lean Practitioner (Kaizens): Run your own projects with the tools that will assist you in mobilizing project teams, project management, handoff and monitoring for sustainable integration



Lock-step Program: For the Company who is on an accelerated timeline to transform your culture, this is for you. In 6-8 months, our candidates will go from yellow to black belt. If you see your master black belt designation, it is 12-15 months.

Lockstep Program

TBI offers a unique remedy for our clients who do not have 3-5 years to mobilize their lean programs. The Lock-Step Program integrates White/Yellow, Green and Black Belt Certification Excursions over a 12-15 month period. Candidates are placed into a highly interactive, accelerated learning environment that introduces the Belts consecutively while managing an enterprise wide improvement initiative case study. Content is easy to understand and the toolboxes are the same as in the traditional Certification Courses. Candidates still receive the full experience, but in a project management style framework. The Belt journey refers back to prior findings by earlier belt sessions, which connects the disciplines throughout the life cycle of the improvement projects examined. A Lock-Step Program with Master Black Belt Certification has a timeframe of 15-18 months. Management styles as well as shaping group culture for sustainable success and organization growth are also an integral part of this program.

What Will I Learn?

Lean Practitioner Candidates will become more empowered in their...

- Dialogue with steering committees and improvement teams
- Possessing a toolbox customized for simple to complex projects
- Learn to effectively coach other belt levels and SMEs in the concepts of process improvement
- Enabled to strategically ask the right “Whys” and track sustainable progress.
- Become more effective and efficient in your leadership styles regardless of the strategic planning initiative facilitated.

Is there a Candidate Criteria?

Candidates need to have some knowledge of Project Management and provide proof of managing at least 3 organization /program initiatives

Available in online, self study and blended learning platforms

For more information please visit
www.breakthruinstitute.biz





Lean Six Sigma Certification

Lean Six Sigma Certification is an opportunity to establish our position in the marketplace through the completion of your training, project and examination are accolades when this globally recognized certification is granted.

The cost of the certification from TBI is included in the Green and Black Belt Courses and provide the proof that existing and prospective staff have attained a high standard of expertise in their use of Lean Six Sigma Methodology.

The information provided below will give you additional support on our certification process

How can I promote and use my Lean Six Sigma qualifications?

You will be able to bring greater value to your personal credentials and a heightened credibility to your organization's sustainability and improvement initiatives.

You will also be able to self promote yourself by noting the acronyms assigned to the applicable belt levels that you have been awarded.

How long does my certification last?

The certificate expiration dates and/or recertification requirements include...

- Yellow Belt – No Renewal required
- Green Belt – No renewal required; Refresher course encouraged every 5 years
- Black Belt – Renewal requirements every 3 years
- Master Black Belt – Renewal requirements every 3 years

How can I apply for a certification (or recertification) exam?

Application for the certification course and/or examination process is available at...
 Email: thebreakthruinstitute@gmail.com
 Telephone: 954-476-3525

Exam Requirements

What type of questions will there be?

All exams contain a mixture of questions. You will be required to entertain multiple choice, true /false, short answer, fill in the blank, problem solving and data interpretation. Questions are randomized so no test is the same.

How long will the exam last?

Candidates will have one (1) week to complete the exam

Will I be allowed to bring reference materials?

The test is an open book exam. Candidates are allowed to use the materials used in the course. This is an individual exam and should be completed in this manner.

Where will the exam be held?

The exam is contained in an online platform and is available 24/7/365 for eligible candidates.

Supporting services to maximize your Lean Six Sigma Universe

We have created a variety of services to support your organization's Lean Six Sigma initiative. Our highly skilled TBI facilitators and coaches will work with you to ensure that your deployments will be successful and sustainable .

These services include...

- Lean Six Sigma Program Development and Management
- Project Mobilization, Facilitation and Implementation
- Ongoing Monitoring, Benchmarking and Process analysis
- Recertification Training and Exams
- TBI Program Licensing

To find out more, please contact **954-476-3525**



Testimonials



"Thank you Miss Gail

What a great pleasure and experience to be educated by your service , this Green Belt certification is immense accomplishment to the development of my management skills for the Cities Public Utilities department. This Six Sigma knowledge will be something I will use and embrace into my white hair warrior days. Once again I can not say enough , **thank you !!!!!!!!!!!!!!!**"

James Looney

*Utilities Operations and Maintenance Superintendent
ECR/WRF - Public Utilities Department*

"During a period when the organization was looking to drive operational innovation and excellence we sought consulting partners that could assist us in a companywide initiative. Following an extensive RFP process we engaged Gail Birks and her team at CMA to assist us in this process. She and her team brought to the table the level of expertise needed to implement a cross functional training and certification initiative in Lean Six Sigma. As a result individuals across the organization achieved yellow, green and black belt certifications. The new approaches to operational excellence will extend well into the future. The tools and methodology employed proved highly effective and are a testament to her teams' expertise. In addition her flexibility, team dynamics and project management all proved to be invaluable during several assignments that extended from that initial engagement."

Carolyn Donaldson

*Senior Vice President Human Resources
Altegra Health*



"Gail is a mentor and friend. When I heard about her Breakthru Institute, I was first to sign up. Her course was pragmatic and relevant. She used practical examples to demonstrate her points and shared many client experiences throughout the course. Receiving her certification, helped me land a great position with my employer. I highly recommend the Breakthru Institute for anyone that is serious about process improvement. **Connie Valencia, CIA, CRMA, Six Sigma YB**
Project Manager / Process & IT Transformation Director"

Case Studies



Lending A Helping Hand

Municipal Utility Department

We gave “flipping the switch” a new meaning in this engagement. TBI trained and coached four Lean Project Teams at a municipal utility in the Completion of their green belt certification projects.

During the engagement, the department suffered a fatality at one of its receiving facilities and this directly affected one of the project teams who was examining the incident rates for the Municipality. Our coaches were able to facilitate a shift for the team members and work through a lessons learned while being sensitive to the situation. At the recommendation of our Coaches, this team was able to rally their stakeholders and sell the urgency of their project and successfully get the support and acceptance of their recommendations.

Other outcomes include...

- 8 candidates retook the exam after failing with another facilitator and scores ranged from 84-99% based on a 70% pass.
- Dialogue historically void between the departments is now occurring and cross fertilization decision making exists.
- Cost savings anticipated spanned from \$50,000 - \$500,000 that can be reclaimed going forward
- Training requirements have been clarified and scoped

Law Firm

TBI was engaged by a midsized law firm that specialized in mortgage foreclosures and title work to certify several members of their leadership team as Lean Six Sigma Green Belts. Their focus was to remedy the growing workforce that was not sustainable as well as their case management process. The expected cost savings was to be \$1 million. And a 30% reduction in staff without compromising the client experience. The firm was experience missed deadlines as well as penalties assessed by the courts and their clients.

The outcomes include...

- A leaned case management process cycle with greater use of automation
- A cost savings revealed of \$1.3 million in non-recurring expenses once changes are implemented
- All candidates received full certification in Lean Six Sigma Green Belt
- The successfully passed their audit by the Bar Association as a result of the TBI Lean Experience

Who is TBI?

The Breakthru Institute, (TBI) is a subsidiary of CMA Enterprise Incorporated, a Performance and Process Improvement Consulting Firm headquartered in Davie, Florida.

TBI serves as our training division. Through TBI, we specialize in raising your levels of maturity and enhancing your capability and capacity through performance and process improvement consulting and training that delivers AHA Moments™ again and again.

We are in the classroom... We are virtual... and We are here to coach you when needed. Our training offerings are available through our academies and ala carte excursions. The academies are...

- Lean Six Sigma
- Leadership and Managerial Excellence
- Entrepreneurial Excellence
- Diversity and Inclusion
- Strategic Implementation Planning
- Practitioners' Academy (Train the Trainer)
- Board Governance and Enterprise Risk Management

Our training and consulting teams are experienced professionals who bring the practical knowledge and experience to our client engagements. We are your global resources committed to bringing Adult Edu-Tainment to your workforce and stakeholders.



*"Minds are like parachutes...
They only work when opened."
~Thomas Dewar*



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