

The Ohio Health Care Association

20 - Hour LTC Refresher Course

December 2, 3, 4, 2008

OHCA Offices, Lewis Center, OH

Choose
one day
or
all three

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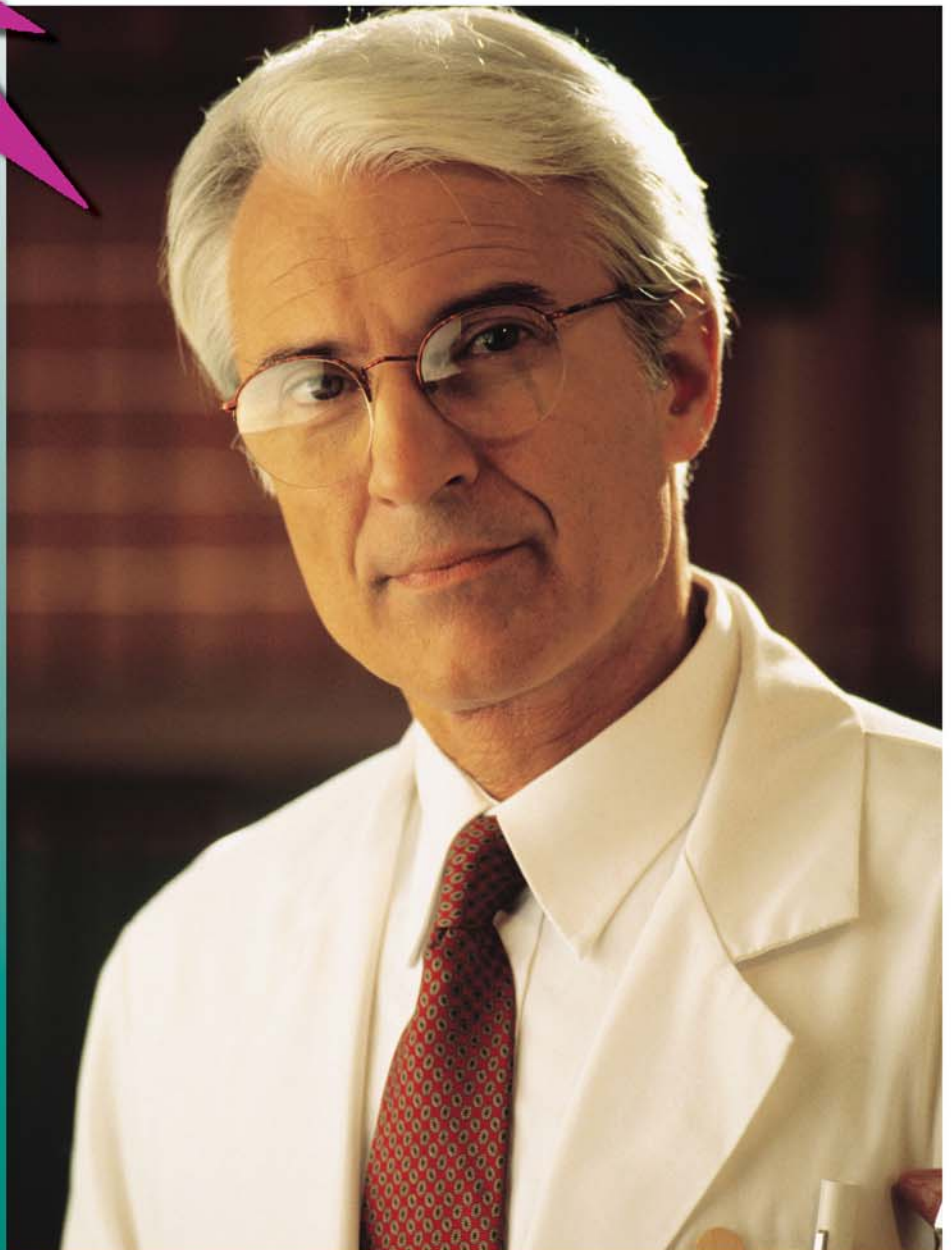
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Ohio
Health
Care
Association

*and our AL affiliate, the Ohio Centers for Assisted Living
offered through the Educational Foundation of OHCA*

20 - Hour LTC Refresher Course

December 2, 3, 4, 2008
OHCA offices, Lewis Center, Ohio

A twenty (20) hour continuing education course

Whether you are new to long-term care or simply need a refresher course, this program will give you the skills and confidence needed to manage your facility successfully. If you would like to keep up with the changes in the long-term care survey process and reimbursement issues, this program is just what you are looking for!

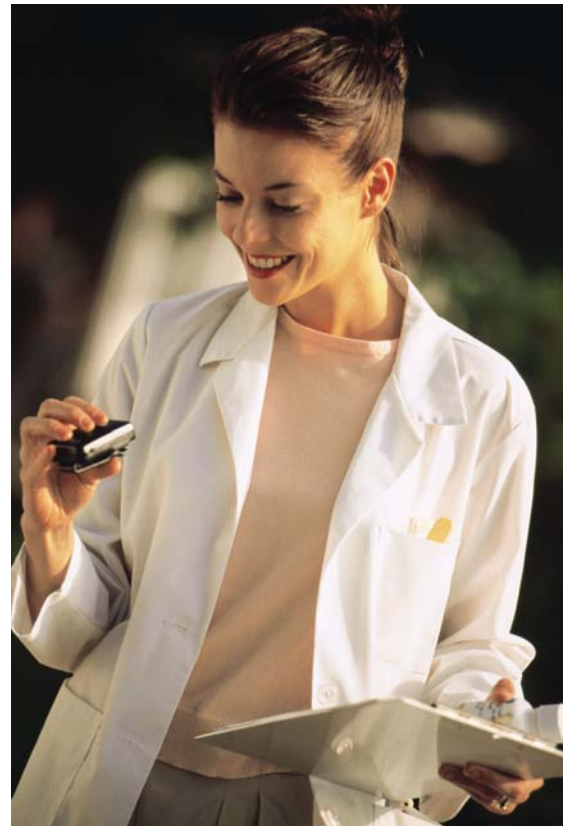
Register for one day or all three!

Course Objectives:

This important program is designed to instruct nursing home administrators in the role of the administrator in the long-term care setting. The program is intended for nursing home administrators with less than five year's experience, those away from the field for a period of time or for those simply seeking a refresher in survey, reimbursement and other important topics.

We have assembled a strong team of instructors for this program. Registrants will be given the opportunity to interact and discuss issues with experts in their field.

Space is limited. Choose one day or all three. Full course registrants will be given priority seating. Register early to assure participation.



Course Agenda:

Daily Agenda:

December 2, 2008 – 7 hours

- 8:30 a.m. Check In / Continental Breakfast
- 9:00 a.m. **Spectrum of Care - Kenn Daily**
- Those included in the definition of long term care
 - Long Term Care Systems
 - Medicaid program Types
 - Basic Eligibility
 - Other Eligibility Factors
 - Medicaid Waiver Programs
 - Medicare Eligibility
 - Home Health Resource Groups
- 10:30 a.m. Break
- 10:45 a.m. **Licensure Issues - Kenn Daily**
- Five Year Rule Review
 - Privacy and Call Signal system
 - Habitable Space
 - Hospice Services
 - NA orientation
 - Specialty units
 - Personnel Requirements
 - Infection Control
 - Discharge Transfer
 - Restraints
 - Pharmacy
 - Food Nutrition
 - Toilet Rooms
 - Environmental Issues
 - Staffing requirements
 - Difference between Federal & licensure rules
- 11:45 a.m. Lunch
- 12:15 p.m. **Surveyor Guidance & CMS Initiatives: A Regulatory Overview - Janet Feldkamp**
- latest trends in survey and enforcement
 - multiple changes in the interpretive guidelines
 - Learn the new and emerging areas for survey focus
 - Plans from CMS regarding additional changes to the interpretive guidelines.
 - Disclosure of information: key things to know
 - Types of remedies
 - A facility's appeal rights
 - Fines and how they are applied
 - Informal dispute resolution
 - Effective plans of correction
- 3:15 p.m. Break
- 3:30 p.m. **Fire Safety & Disaster Planning - Mel Tobias**
- Define disasters
 - How will the facility meet the needs of the residents, staff and visitors if essential services break down as a result of a fire or disaster
 - Develop a disaster plan
- 5:00 p.m. Adjourn

December 3, 2008 – 7 hours

- 8:00 a.m. Check In / Continental Breakfast
- 8:30 a.m. **A Comprehensive Knowledge of RUGS . . . A Must for Effective Administrators** - Robin Hillier, CPA, NHA, STNA, RAC-CT
- The RUGS Classification System in detail
 - The art of timing assessment reference dates to capture reimbursement
 - Documentation strategies proven to work
 - Benchmarking your performance to statewide case mix data
 - Best opportunities for case mix increases
- 12:00 noon Lunch
- 12:30 p.m. **Medicaid and Medicare Reimbursement -**
Robin Hillier, CPA, NHA, STNA, RAC-CT
- Medicaid only case mix issues
 - Ohio's new pricing system
 - Exception review
 - Medicare prospective payment system
 - Consolidated billing
 - Responding to Medicare review ADRS
- 4:30 p.m. Adjourn

December 4, 2008 – 6 hours

- 8:00 a.m. Check In / Continental Breakfast
- 8:30 a.m. **Workers' Compensation Issues** - Terri Case
- Fundamental management practices of working within Ohio's BWC system
 - Following claims
 - Manager's role with injured workers
 - Using transitional work
 - Key tips to preventing most common work-related injuries
- 9:30 a.m. Break
- 9:45 a.m. **Risk Management** - Aric Martin
- Provide practical strategies for managing risk in the areas where long-term care providers are often likely to need an attorney
 - Third-party contracting, design of admission material, collections
 - "hot issues" that surveyors and plaintiff attorneys focus on
- 11:45 p.m. Lunch
- 12:15 p.m. **Human Resources** - Robert Pivonka
- Designing an employment application in recognition of nursing facility laws, such as criminal background checks, and discrimination laws such as the Americans with Disabilities Act
 - Conducting reference checks and verifying that an employee is not excluded from any federal health care programs
 - Best practices for disciplinary action: verbal warning through termination
 - Attendance policies and staffing concerns
 - Checking licensure and certification of staff
 - Implications of the unlicensed care giver
 - Dealing with typical FMLA issues such as pregnancy leave
 - Basic pointers on union organization
- 1:45 p.m. Break
- 2:00 p.m. **Budgeting for Success** - Jeff Heaphy
- Review basic fundamental budget concepts, sources for assisting the provider in preparing the budget assumptions, and techniques to get the management team to participate in the process.
 - Look at budget monitoring tools, follow up and implementation skills, and internal control measures to ensure the process is followed and most importantly, working correctly.
- 3:30 p.m. Adjourn

Course Instructors:

Terri W. Case, is the Senior Sales & Customer Service Executive for CMI/SCMS. With experience since 1979 in all aspects of workers' compensation including claims management and the hearing process, Terri has been employed by CompManagement, Inc., since 1987. She currently serves as a Senior Account Executive in the area of sales and customer service. Her responsibilities also include all aspects of customer service issues including employer training, budget forecasts and the implementation of cost reduction techniques.

Kenneth Daily, LNHA is the Chief Operating Officer at Elder Care Systems Management which operates two west-central Ohio skilled nursing facilities. A leader who has wide-ranging experiences in advancing long term health care. Since 1986, Mr. Daily has worked in a number of varied capacities within the long term health care profession including long term care Ombudsman, quality improvement and operations consultant, nursing home administrator and facility co-owner. In his current position he provides technical direction, quality improvement and teaching for a broad range of healthcare engagements. Kenn is a popular and entertaining speaker in the areas of long term health care administration, regulatory compliance and quality improvement. Mr. Daily is a member of the Ohio Health Care Association Board of Trustees, the Miami Valley Long Term Care Association and the Miami Valley Housing Organization. Kenn is the Chairman of OHCA's Disaster and LSC Committee and was recently named to the American Health Care Association's Disaster Committee.

Janet Feldkamp, RN, BSN, LNHA, JD, is a partner in the Columbus office of Benesch, Friedlander, Coplan & Aronoff. Ms. Feldkamp's practice includes various aspects of health law with an emphasis on long-term care regulatory matters such as survey certification and informal review requests. Ms. Feldkamp has an extensive health care background including employment as an intensive care nurse, a surveyor for long-term care facilities, a Director of Nursing in long term care, an Assistant Administrator of a large skilled nursing facility, and a nurse consultant for a multi-state long-term care management firm. She has assisted numerous long-term care facilities through the regulatory and enforcement maze, including clients with proposed fast track terminations, Medicaid payment bans and proposed civil monetary penalties. Due to her operational background, her on-site consulting includes operational, as well as legal guidance. Ms. Feldkamp received her Bachelor of Science (magna cum laude) in Nursing in 1978 from the University of Missouri-Columbia and her J.D. from St. Louis University (cum laude) in 1990. Benesch, Friedlander, Coplan & Aronoff is an OHCA Champion Partner. Janet is currently the President of The American Association of Nurse Attorneys.

Jeff Heaphy, is a partner at Plante & Moran. He serves as Industry Group Leader of Continuing Care Services in Ohio, and, as such, is responsible for the overall direction of the continuing care practice in Ohio and coordinating services in Michigan for over 500 clients. Jeff possesses over 20 years of practical experience in the consulting area and 100% of his practice time is spent in the health care consulting area, primarily focusing on nursing homes, home health, and ICFs/MR. Jeff's expertise includes the following: overseeing Medicaid and Medicare cost report preparation, projecting and negotiating final settlements, reviewing rate settings and presenting rate appeals; developing and monitoring operating budgets and financial reports, and negotiating sales or acquisitions of facilities and related financing. Plante & Moran is an OHCA Champion Partner.

Robin L. Hillier, CPA, STNA, LNHA, RAC-CT is the president and owner of RLH Consulting, which provides reimbursement, operational and accounting consulting to long term care providers. She is also a co-owner of Miami Shores of Moraine, a 150 bed nursing facility in Dayton, Ohio. She is a certified public accountant, a state tested nurse aide, a licensed nursing home administrator, and Resident Assessment Coordinator-Credentialed through the American Association of Nurse Assessment Coordinators. Ms. Hillier is President of the Ohio Health Care Association's Board of Directors and At Large Director. She is a past chair the OHCA Payment for Services Committee and the Convention Task Force. She is an At Large Member of the Ohio Department of Jobs and Family Services Case Mix Advisory Committee. Ms. Hillier is a frequent lecturer on long-term care reimbursement and operational issues. Ms. Hillier is Treasurer of the Educational Foundation of the Ohio Health Care Association (EFOHCA) and serves on its' Education Committee. EFOHCA provides scholarships for long term care employees who are advancing their education and provides continuing education to long-term care professionals.

Aric Martin is the Managing Partner of the law firm of Rolf & Goffman, the Ohio Health Care Association's legal counsel. His legal practice is dedicated entirely to the representation of health care providers, with an emphasis on the representation of long-term care providers. He has been selected as one of Ohio's best health care attorneys by Law & Politics Magazine in its 2005 and 2006 "Super Lawyers" editions. Aric is a nationally recognized speaker and author, and he recently worked with OHCA in developing its new risk management video for admission: "A Time of Transition: Moving Your Loved One Into a Nursing Home." Aric works closely with long-term care providers across Ohio and around the country in developing strategic responses to their operational needs. Rolf & Goffman is an OHCA Champion Partner.

Robert Pivonka is Senior Counsel with the law firm of Rolf & Goffman, the Ohio Health Care Association's legal counsel. The firm has an extensive health care practice, which represents long-term care providers, hospitals, physicians, pharmacies and numerous other providers across Ohio and in other states. Mr. Pivonka concentrates his practice on representing and advising employers in connection with employment litigation and day-to-day operational issues concerning employees. He has litigated matters before numerous state and federal courts, and has represented employers before various administrative agencies including the U.S. Equal Employment Opportunity Commission (EEOC), the Ohio Civil Rights Commission (OCRC), the U.S. Department of Labor (DOL) Wage and Hours Division, the Ohio Department of Job & Family Services (ODJFS), the U.S. Occupational Safety and Health Administration (OSHA) and the National Labor Relations Board (NLRB). Rob also has represented clients in numerous private arbitrations and mediations.

Mel Tobias serves as the Corporate Safety/Compliance Manager and WC Administrator for Sprenger Retirement Centers. As such, he is responsible for the development and oversight of all OSHA required training; as well as the development and implementation of facility specific disaster planning and training. His knowledge and expertise in his field makes him a popular resource for many other agencies. He worked closely with local fire departments to incorporate EMA responses into the facilities plan. He also assisted the Ohio BWC in the development of the "Safety and Ergonomics for Extended-Care Facilities" program currently offered as a training resource through the Division of Safety and Hygiene. As part of his community commitment, Mel serves as an active member of the steering committee for the Lorain County Safety Council.

Have Questions?

Want to know more about this conference or anything else related to our educational services?

Contact Kathy Chapman at 614.540.1321
kchapman@ohca.org
or for questions about registration contact Carol Johnson at 614.436.4154
cjohnson@ohca.org.

Continuing Education Credits:

This program has been approved for 20 hours of continuing education credit for the following (7 hours December 2, 7 hours December 3 and 6 hours December 4):

Accountants:

The Ohio Health Care Association is an approved provider of continuing education credit by the Accountancy Board of Ohio.

Ohio Licensed Administrators:

The Ohio Health Care Association is an approved provider of continuing education credit by the Ohio Board of Examiners of Nursing Home Administrators.

Nurses:

Nurses please note any continuing education that has been approved by BENHA (or any other accredited body) can be accepted by the Ohio Board of Nursing in the State of Ohio. Nurses may use this continuing education to meet their licensure requirements. Please refer to OBN continuing education rules 4723-14-01 thru 4723-14-19.

Location:

All programs will be held at the OHCA offices, located at 55 Green Meadows Drive South, Lewis Center, OH.

Accommodations:

Overnight accommodations are available at any of the following nearby hotels:



1. AmeriSuites, 7490 Vantage Dr., 614-846-4355
2. Best Western Franklin Park Suites, 2045 Polaris Pkwy., 614-396-5100
3. Candlewood Suites, 8515 Lyra Dr., 614-436-6600.
4. Comfort Inn North Polaris, 8400 Lyra Dr., 614-791-9700
5. The Conference Center at NorthPointe, 9243 N. High St., 614-880-4300
6. DoubleTree Hotel Columbus–Worthington, 175 Hutchinson Ave., 614-885-3334
7. Extended Stay Columbus/Polaris, 8555 Lyra Dr., 614-431-5522
8. Hilton Garden Inn Columbus/Polaris, 8535 Lyra Dr., 614-846-8884
9. Residence Inn–Worthington, 7300 Huntington Park Dr., 614-885-0799
10. Sheraton Suites, 201 Hutchinson Ave., 614-436-0004
11. Towneplace Suites–Worthington, 7272 Huntington Park Dr., 614-885-1557
12. Wingate Inn–Polaris, 8505 Pulsar Pl., 614-844-5888

ATTENDANCE & REGISTRATION POLICIES:

Continuing Education: Please note that the total credit hours listed for this program assume a full day of attendance. In the event of late arrival and/or early departure, hours will be amended accordingly. Credit is only available for each full session attended. To receive credit for the entire program, participants are expected to sign-in , attend the entire program and sign out at the conclusion of the program. It is the responsibility of the attendee to notify the staff monitoring attendance of any sessions during the program that they did not attend so that credits can be adjusted accordingly.

Registration: Registrations may be sent via our website with credit card or check payment, fax with credit card payment or by mail with check. All registration fees must be paid at time of registering. In order to receive the early rate, payment must accompany the registrations by the assigned date, walk-ins must pay the regular rate. Registrations will not be processed and name badges will not be available to attendees until payment by check or credit card is received in our office. Phone registrations are not accepted.

Cancellations/Refunds: If a registrant cannot attend, an alternate registrant may attend in his/her place. Cancellations received more than 14 business days prior to program will receive a full refund. Cancellations received 7 – 13 business days prior to the program will receive a refund of 75% of the registration fee, cancellations received 4 – 6 business days prior to the program will receive a refund of 50% of registration fee. Cancellations after this time/date will be charged the full registration fee. All cancellations must be made in writing and may be emailed to kchapman@ohca.org or FAXed to the OHCA office at 614/436-0939 to Kathy Chapman, Director of Educational Services. Refunds will be issued via check from the OHCA office after the program dates, regardless of original payment type. - Revised 2/07

Register by Credit or Check

at **www.ohca.org**

Not a Member?
Contact OHCA
at info@ohca.org
or 614.436.4154 for
facility membership
information.

Register online and save! Register 4 or more individuals from the same facility and receive 15% off the total of registration fees. This discount only applies online.

20 - Hour LTC Refresher Course • Facility Registration Form • Dec. 2, 3, 4, 2008

Online Registration: www.ohca.org • Questions? 614 / 436-4154 • Fax: 614 / 436-0939

1. One Person Per Registration (fill out the facility info and duplicate this form for additional registrants)

Lastname: _____ First: _____ Nickname: _____

Title: _____ Email address: _____

Facility: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ / _____ Fax #: _____ / _____

Registration **will not** be processed unless payment is included.

2. Registration Category

MEMBERS of OHCA	NON-MEMBERS
All Three Days Fee: Early rate \$460 before 11/18/08 Regular rate \$575 after 11/18/08	All Three Days Fee: Early rate \$1380 before 11/18/08 Regular rate \$1725 after 11/18/08
One Day Only Fee: Early rate \$195 per day, per person before 11/18/08 Regular rate \$245 per day, per person after 11/18/08 – please indicate which day you will be attending: <input type="checkbox"/> December 2 <input type="checkbox"/> December 3 <input type="checkbox"/> December 4	One Day Only Fee: Early rate \$585 per day, per person before 11/18/08 Regular rate \$730 per day, per person after 11/18/08 – please indicate which day you will be attending: <input type="checkbox"/> December 2 <input type="checkbox"/> December 3 <input type="checkbox"/> December 4

3. Payment - Make checks payable to Educational Foundation of Ohio Health Care Association (EFOHCA)

Mail to: EFOHCA, 55 Green Meadows Dr. South, Lewis Center, OH, 43035 or Fax: 614 / 436-0939

TOTAL AMOUNT \$ _____

Method of Payment: Credit Card Check

CREDIT CARD: MC VISA AMEX Card Number _____ Expiration Date ____/____/____

Card Holder _____

Signature _____

Your Education Source

There is a single source you can always turn to for quality long-term care education. It's the Educational Foundation of the Ohio Health Care Association, serving you, the special men and women who have chosen careers in long-term care.

As a proud member of OHCA, your employer has made it possible for you to advance your professional knowledge by attending programs sponsored by the Educational Foundation.

Empower yourself . . . and those you serve.

For upcoming educational programs, visit our website at www.ohca.org

