



2012 HOME CARE & HOSPICE MANAGER CERTIFICATE PROGRAMS

Brought To You By: California Association For Health Services At Home

Supported by: The Corridor Group, Inc. and The National Association for Home Care & Hospice



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HOME CARE MANAGER CERTIFICATE PROGRAM HCMCP™

The Home Care Manager Certificate Program HCMCP™ is an interactive and intensive educational program, providing leading edge management concepts and skills that are critical for home care managers to know and understand. This program was designed to accommodate all sections of home care, from private pay to large home care agencies. There are two modules to choose from; Private Duty or Medicare Certified. This program was designed to improve your leadership skills, learn the fundamentals of budgeting, marketing, financial management, the PPS system, compliance, regulatory and human resources of entry level home care managers.

PROGRAM GOALS

- ≈ Develop leadership and organizational management skills
- ≈ Learn the secrets to marketing your agency
- ≈ Understand the regulatory process (all home care agencies)
- ≈ Learn the fundamentals of financial management and budgeting
- ≈ Understand human resource practices and employment law

Medicare Certified Break-out Sessions:

- ≈ Understand regulatory guidelines & business practices
- ≈ Learn financial management under PPS process

Private Duty/Home Care Aide Break-out Sessions:

- ≈ Understand regulations for Home Care Aide and Licensed agencies
- ≈ Learn the financial management & marketing process for Home Care Aide and Licensed agencies

WHO SHOULD ATTEND?

The Home Care Manager Certificate Program HCMCP™ was designed for front-line supervisors, middle managers, business owners, emerging managers, supervisors or any middle management personnel of a Medicare-certified home health agencies, licensed home health agencies, or home care aide organizations. More experienced managers will gain insights and a refreshed understanding of home care.

For more information, please visit: http://www.cahsah.org/educational_events/Cert_Programs.asp or contact Richard Starks at rstarks@cahsah.org or (916) 641-5795 ext. 117.

HOSPICE MANAGER CERTIFICATE PROGRAM HMCP™

The goal of the Hospice Manager Certificate Program HMCP™ is to provide managers and mid-level supervisors the core business operating principles and tools necessary to successfully manage a hospice program. This program was designed to improve your coaching skills, build your management team, help you understand the new hospice conditions of participation and state laws impacting your agency. Learn the fundamentals of budgeting, financial management, compliance, marketing, regulatory and human resources of entry level hospice managers.

PROGRAM GOALS

- ≈ Develop Hospice Leadership & Organizational Management Skills
- ≈ Comprehend Hospice Regulations & Implementation
- ≈ Understand the Hospice Reimbursement & CAP Issues
- ≈ Grasp Hospice Financial Management & Budgeting
- ≈ Understand Human Resource Practices and Employment Law

WHO SHOULD ATTEND?

The Hospice Manager Certificate Program HMCP™ is designed for front-line supervisors, middle managers, business owners, emerging managers, supervisors or any middle management personnel of a Medicare-certified hospice. More experienced managers will gain insights and a refreshed understanding of hospice.

For more information, please visit: http://www.cahsah.org/educational_events/Cert_Programs.asp or contact Richard Starks at rstarks@cahsah.org or (916) 641-5795 ext. 117.

PROGRAM AGENDA

- Day 1** 7:00am – 8:00am Registration/Continental Breakfast
 8:00am – 12:00pm Program
 12:00pm – 1:00pm Lunch
 1:00pm – 4:00pm Program
 4:00pm – 6:00pm Networking Reception
- Day 2** 7:00am – 8:00am Sign In/Continental Breakfast
 8:00am – 12:00pm Program
 12:00pm – 1:30pm Lunch and Dessert with Sponsors
 1:30pm – 4:30pm Program
- Day 3** 7:00am – 8:00am Sign In/Continental Breakfast
 8:00am – 12:00pm Program
 12:00pm – 1:00pm Lunch
 1:00pm – 4:00pm Program

CONTINUING EDUCATION

Provider approved by the California Board of Registered Nursing (Provider # CEP2463) and by the California Board of Behavioral Sciences (Provider # PCE588) for up to nineteen and one half (19.5) contact hours of continuing education. Continuing education hours vary for each program. For specific information, please visit the website. You must be present for the entire program to earn continuing education credit. No partial credits can be given.

DATES AND LOCATION

MARCH 13-15, 2012 - ANAHEIM, CA

DISNEY'S PARADISE PIER HOTEL
 1717 South Disneyland Drive
 Anaheim, CA 92802
 Phone: (714) 999-0990

For hotel reservations please call (714) 520-5005 and ask for the "CAHSAH" special rate of \$149 Single - Quad, plus tax.
Reservation deadline is Monday, February 13, 2012.

CERTIFICATION EXAM INFORMATION - SEPARATE REGISTRATION

Certification attests that an individual has met industry standards through assessment of their knowledge. CAHSAH offers three different levels of certification for home care and hospice. Getting certified is a two-part process. Candidates must submit a formal application to demonstrate eligibility to sit for the examination, and then successfully pass an examination covering the functions performed in the specified credential. Please note that separate registration is required for the certification examination (*see website for fees*). To learn more about the process, please visit CAHSAH's website at www.cahsah.org or contact education@cahsah.org to request the application and handbook.

PROGRAM REGISTRATION

On - Line at: http://www.cahsah.org/educational_events/Cert_Programs.asp **Fax to:** (916) 641-5881
Phone in at: (916) 641-5795 x 113 **Mail to:** 3780 Rosin Court, Suite 190, Sacramento, CA 95834

<input type="checkbox"/> HOSPICE MANAGER				
March 13-15, 2012 Anaheim, CA	Rcvd by 2/13/12	Rcvd by 2/27/12	Standard/ On-Site After 2/27/12	Total
MEMBER (CAHSAH, TCG, NAHC)	\$775	\$825	\$875	
NON-MEMBER	\$1,050	\$1,125	\$1,200	

<input type="checkbox"/> HOME CARE MANAGER				
March 13-15, 2012 Anaheim, CA	Rcvd by 2/13/12	Rcvd by 2/27/12	Standard/ On-Site After 2/27/12	Total
MEMBER (CAHSAH, TCG, NAHC)	\$775	\$825	\$875	
NON-MEMBER	\$1,050	\$1,125	\$1,200	

Save \$25 off each registration when registering 2 or more people from the same agency (available online only)

How did you hear about this program?

- Brochure
 Web Search (Google, Yahoo, etc.)
 CAHSAH Website
 CAHSAH Educational Event
 Email
 Fax
 NAHC Website
 State Association: _____
 The Corridor Group
 Referred by colleague
 Other: _____

Pre-payment is required

Company Name _____

Attendee #1 Name & Title _____ RN# (if applicable) _____

Attendee #1 Email Address (req. for pre-conference materials) _____

Attendee #2 Name & Title _____ RN# (if applicable) _____

Attendee #2 Email Address (req. for pre-conference materials) _____

Mailing Address _____

City _____ State _____ Zip _____

Phone # _____ Fax # _____

Method of Payment		<input type="checkbox"/> Check (payable to CAHSAH)
<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard	<input type="checkbox"/> American Express
Credit Card # _____	CVS # _____	Expiration Date _____
Card Holder Name (print please) _____		
Credit Card Billing Address _____	Zip Code (REQUIRED) _____	
Signature _____		

Cancellations: A refund less a 20% administrative fee will be issued if written notice of cancellation is received by CAHSAH at least ten business days prior to the event. Cancellation notices must be received in writing. No refunds will be issued and no credit granted for cancellations within ten business days prior to the event or for no-shows. However, substitutions will be allowed. Should CAHSAH and TCG cancel the program, a full refund will be issued.

Send registration by fax to (916) 641-5881 or mail to CAHSAH, 3780 Rosin Court, Suite 190, Sacramento, CA 95834
 For registration questions, please contact CAHSAH at (916) 641-5795 Ext. 113



**CALIFORNIA ASSOCIATION FOR
HEALTH SERVICES AT HOME**

3780 Rosin Court, Suite 190
Sacramento, CA 95834

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