

Residential Records Workshop

CEUs for HFAs and Social Workers



This workshop will review the residential clinical records requirements; practice standards for record retention, storage, and destruction; the completion, update and signature requirements for assessments and service plans, including samples of forms; and how to prepare your records for survey while ensuring privacy and confidentiality.

Registration: 8:30a-9:00a

March 8, 2012

Program Schedule: 9:00a-12:00p; 1:00p-4:00p

Lunch will be provided: 12:00p-1:00p

Presenter: Nancy Bensen, RHIA, is the owner of Med-Rec Systems and has provided consulting services to long term care facilities, ambulatory surgery centers and physician offices since 1996. she has a Bachelor's degree from Indiana University in Health Information Administration and has served as a lecturer for the Health Information Administration program at Indiana University. In addition, Nancy is certified as an ICD-10-CM Trainer and serves as an instructor for the Med-Rec Systems' workshops.

Who Benefits: Social Workers, Directors of Nursing, Medical Records personnel, Health Facility Administrators and Residential Care Administrators

REGISTRATION FORM

Facility Name: _____

Registrant Name: _____

Facility Address: _____

City: _____ State: _____ Zip: _____

Telephone: () _____ Fax: () _____

Email Address: _____

IHCA Member (circle): YES NO

Payment: Check ____ Credit (circle): VISA MC AMEX

Card #: _____ Exp. Date: _____ 3 digit CVC# (back of card): _____

Please make check payable to Indiana Health Care Association

I agree not to record by any electronic means any part of this program without the express permission of the Indiana Health Care Association.

Signature: _____

(registrations will not be processed without signature)

This program is approved by the National Association of Social Workers (Provider # 886588326-9757) for clinical social work continuing education contact hours.



LOCATION

Indianapolis Marriott East
7202 E. 21st St.
Indianapolis, IN 46219
(317) 322-3716

FEES

IHCA Member
Discount Price: \$99.00

Non-Member
Facility Price: \$159.00

Includes instruction,
handouts and materials

TO REGISTER

By Fax: (317) 638-3749

Online: IHCA Online Store
at www.ihca.org

By Mail:
One N. Capitol, Suite 100
Indianapolis, IN 46204

FOR MORE INFORMATION

Visit www.ihca.org or
contact Katie Eller at
keller@ihca.org or
(317) 616-9028