



PARTICIPANT'S BROCHURE

ND Long Term Care Association's

Fall Professional Development & Best Practices CONFERENCE

HAND IN HAND

together we can

September 27-30, 2010 • Best Western Ramkota Hotel, Bismarck



Working in Partnership with:
NADONA & ND Dietary
Managers Association

A special thank you to our
2010 SPONSOR MEMBERS
 for their financial support of this years conference.



Please join our sponsors on September 28th for the Sponsor Member Trade Show from 6-8:00 p.m.



PLAN TO ATTEND
**Chance of
 winning a \$500
 cash prize!**

Register by September 15, 2010
 for early bird discount!

HAND IN HAND
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NDLTCA Registration Desk Open

Monday, Sept. 27
 5:00 p.m. - 7:00 p.m.

Tuesday, Sept. 28
 7:30 a.m. - 5:00 p.m.

Wednesday, Sept. 29
 7:30 a.m. - 5:00 p.m.

Thursday, Sept. 30
 7:30 a.m. - 12:00 noon

Conference Goal

Conference attendees will prepare for the changing healthcare environment brought on by Health Care Reform and the ever changing regulatory environment.

HAND IN HAND
together we can

September 27-30, 2010 • Best Western Ramkota Hotel, Bismarck,

Conference Schedule

Monday September 27

9:00 a.m.

NDLTCA Foundation Board Meeting

9:15 a.m.

NDLTCA Board Meeting

Governors Room, Ramkota

12:00 p.m.

NDLTCA & PAC Clay Shoot

5:00 p.m. – 7:00 p.m.

NDLTCA Registration Desk Open

5:00 p.m.

NADONA Board Meeting

NDDMA Board Meeting

6:00 p.m.

NADONA Membership Meeting

Tuesday September 28

7:30 a.m. – 5:00 p.m.

NDLTCA Registration Desk Open

7:30 a.m. – 8:30 a.m.

Breakfast (*Ramkota Courtyard*)

8:00 a.m. – 11:00 a.m.

IA NDLTCA Membership Meeting

8:30 a.m. – 12:00 noon

2A Grant Writing – Show Me The Money!

Presented by: Adam Powers

Content: For those new to the field of professional grant writing, or those wanting to improve their success rate, this session is designed to provide a solid foundation in the fundamentals of grant writing and provide an outline for their next grant application. Learn about those that give – grant research methods and tools including dozens

of sources for health care grants. Learn how to tell your story – how to develop a good problem statement and how to make your case for support. *Recommended Audience: All Disciplines*

8:30 a.m. – 10:00 a.m.

3A Abuse and Diversion of Prescription Drugs

Presented by: TBD

Content: Recent investigations indicate that diversion of Hydrocodone products is taking place in North Dakota. Typical methods of diversion are distribution by healthcare professionals and workers, doctor shopping, forged prescriptions and the internet. Also, the trafficking and use of methamphetamine is a primary concern for law enforcement and public health officials in North Dakota. This session will provide attendees with a better understanding of these issues and will help you improve your skills in preventing and identifying drug crimes. *Recommended Audience: All Disciplines*

4A Hot off the Press – The 2010 Food Guidelines

Presented by: Becky Rude

Content: This session will help you understand the significance of the dietary guidelines as they relate to federal nutrition policy and nutrition education. The changes in the guidelines will be discussed as well as how these changes may impact the residents you work with. Participants will also be able to identify changes in personal nutrition intake that will allow for positive changes with a personal wellness goal or focus. *Recommended Audience: Dietary*

10:00 a.m. – 10:30 a.m. **Break**

10:30 a.m. – 12:00 Noon

5A How to Best Utilize Your Agency Nurse

Presented by: Jolene Hoffman

Content: Facilities across the state are utilizing agency staff to assist with providing care. This session will help you to maximize the use of agency staff and provide helpful tips to provide continuity of care for residents. Learn how important it is to build relationships with the agency nurse, and how a user friendly work area results in a less stressful and more efficient work environment. *Recommended Audience: Nursing and Administration*

Tuesday, September 28th (cont.)

10:30 a.m. – 12:00 Noon

6A Culture Change for Dietary Departments: What Is It Really?

Presented by: Becky Rude

Content: What is culture change and how does it relate to the dietary department? Participants will be able to identify specific opportunities for culture change in their work setting and share ideas that may benefit your colleagues. *Recommended Audience: Administrators and Dietary*

11:00 a.m. – 12:00 noon

7A Educating Yourself, Your Staff and the Community: Protecting Your Assets & Preparing for Healthcare Needs

Presented by: Rhonda Peterson & Shelly Peterson

Content: Nearly three out of every four people will need long term care services during their lives. Whether it is the result of an accident, stroke, dementia or other unforeseen event, the need for long term care insurance can arise at any age. Did you know long term care insurance may include coverage for home care, provide reimbursement for loved ones who take time off work to help provide informal care, help pay for assistive devices and cover basic care, assisted living care and nursing home care? It may also provide the services of a care coordinator consultant to help you decide which type of care is best for you. This session will provide you information on the importance of long term care insurance so you don't deplete your savings and sell your assets to pay for long term care services. *Recommended Audience: All Disciplines*

12:00 noon – 1:00 p.m.

Lunch

1:00 p.m. – 2:30 p.m.

8A When the Administrator Becomes a Resident: Lessons Learned from the Other Side

Presented by: Philip C. DuBois

Content: In April 2007, Philip's family was involved in a serious car accident in North Carolina. His wife, uncle, and cousin died. Philip, his two aunts, and son were seriously injured. After two weeks as an inpatient at Wake Forest University, Philip became a skilled rehabilitation resident at his own nursing home for 2 ½ months. This keynote session will share what he learned from his experience, such as patient perception of quality of care, how the demeanor of the caregiver impacts perception of quality of care, subjective factors that can impact quality care, how to create an environment that promotes healing, and practical aspects of person-centered care from the perspective of someone who has been on both sides. *Audience Recommended: All Disciplines.*

2:30 p.m. – 2:45 p.m. **Break**

Tuesday, September 28th (cont.)

2:45 p.m. – 4:15 p.m.

9A Implementing Health Care Reform in the Workplace

Presented by: Nancy Taylor

Content: This session will examine what the new health care reform law requires in terms of employer and individual responsibilities when health care coverage will be mandated by law. *Recommended Audience: All Disciplines*

10A ND Dietary Managers Membership Meeting

4:30 p.m. – 6:00 p.m.

Retail Therapy and Social

Ramkota Courtyard

Prior to our Sponsor Trade Show tonight, come and have some beverages and snacks while you have an opportunity to shop from a variety of specialty items...jewelry, candles, specialty glassware and dishes, Tastefully Simple, clothing, Sun Shine Shoppe baby and little girl items, and much more! Immediately following Retail Therapy, join us in the *Ballroom* for the Sponsor Trade Show where participants will have an opportunity to win one of three drawings for \$500!

6:00 p.m. – 8:00 p.m.

Sponsor Trade Show

Come and visit with our Sponsor Members as they showcase their products and services. Stay throughout the Sponsor Trade Show and have the opportunity to win cash prizes throughout the event and drop your name in a drawing for an opportunity to win a \$500 cash award. Food, fun, games and prizes will be provided.

Wednesday.....September 29

7:30 a.m. – 5:00 p.m.

NDLTCA Registration Desk Open

7:30 a.m. – 8:30 a.m.

Breakfast (*Ramkota Courtyard*)

8:15 a.m. – 10:00 a.m.

1B Best Practice Session

Presented by the 2009 Best Practice Winning Facilities: Jodi Benson, Jenny Schultz, Michele Thorpe, Lesile Hanson, Marilyn Hudson, Jeanine Uran, Kirsten Reile and Betsy Boyle

Content: Our 2010 Best Practice winners will share...

A Coaching Approach to Supervision – A program that focuses on training nurses to be mentors and coaches to their staff. Learn how to establish relationships and to assist staff to develop their own problem solving skills and improve their communication ability while continuing to hold staff accountable for providing quality resident care. **Best Practice Facility: Woodside Village, Grand Forks**

Shalom – Dickey and LaMoure County Parish Nurse

Program – An outreach program that was initiated to preserve human life with “Shalom” – balance of body, mind and spirit. To assist individuals, a Single Point of Entry (SPOE) model was created for the Parish Nurse to link services to clients. Through this model, the nurse receives referrals, meets with clients, performs an assessment, identifies gaps, and makes referrals to collaborating agencies. **Best Practice Facility: Prince of Peace Care Center, Ellendale**

Activity Adventures for the Body, Mind and Soul – This program was developed to provide a wide variety of activities to combat loneliness, boredom and helplessness in this Assisted living and Basic Care facility. Learn how your community can find additional ways to provide a variety of unique and creative activities while utilizing local artisans from your communities.

Best Practice Facility: Good Samaritan Society, New Town

Quiet Please – After years of being frustrated with ineffective bed and chair alarms, a program was developed to eliminate using alarms on residents beds and wheelchairs. By focusing more attention on residents’ needs, this facility was able to educate staff in all departments in better meeting those needs. Hourly rounds by staff, and frequent visual checks by individuals who may be at risk ensure the residents’ safety without the noisy alarms. For residents, families and staff, the lack of noisy alarms has been refreshing as it is another means of making the resident’s home more homelike. **Best Practice Facility: Elim Rehab and Care Center, Fargo**

Recommended Audience: All Disciplines

8:30 a.m. – 12:00 noon

2B Grant Writing – Show Me The Money!

Presented By: Adam Powers

Content: Repeat of 2A

Recommended Audience: All Disciplines

8:30 a.m. – 10:00 a.m.

3B Dietary Citations, Infection Controls, Sharing Best Practices

Presented by: Bruce Pritschet

Content: Two of the top 10 deficiencies in North Dakota include citations under F-441 Infection Control and F-371 Food Storage and Preparation. This session will discuss what the health department is finding and provide an overview of good infection prevention practices. At the conclusion of this session, participants will have an open discussion on dietary best practices or issues a facility may be having. *Recommended Audience: Dietary*

10:00 a.m. – 10:15 a.m. **Break**

10:15 a.m. – 11:45 a.m.

4B Communicating Quality of Life Principles To Staff & Family

Presented by: Rita Spak

Content: New federal regulations address Quality of Life issues with both staff and families. For the first time, language has been added to emphasize staff interactions with residents. Family involvement and satisfaction is a principle of fulfilling resident satisfaction and Quality of Life requirements. *Recommended Audience: Nursing, Dietary, Social Services, Activities, CNAs, and Chaplains the Lost Employees Featuring a*

5B What’s for Dinner? – Branding Your Menu Style

Presented by: Dee Legvold and Kristi Salisbury

Content: Are you being directed to implement a new menu style based on an outside influence such as trends in other facilities or administration expectations. This session will describe three current trends in menu styles and discuss menus that blend multiple service styles. Look at how to jazz-up your current service, or a new service, and create a signature brand that works for your customers. *Recommended Audience: Dietary*

6B Section Q Referral Process

Presented by: Jake Reuter

Content: This session will review Section Q of the MDS 3.0 as it relates to referrals to the Local Contact Agency and discharge planning requirements. *Recommended Audience: Administrators, Social Services, Nursing*

11:45 a.m. – 1:00 p.m.

Best Practices Awards Luncheon

1:00 p.m. – 5:00 p.m.

7B Corporate Compliance – A New Reality – A New Opportunity

Presented by: Dick Butler

Content: Corporate governance is changing throughout the U.S. economy and healthcare is no different. Pressure is building to increase healthcare governance accountability so public payers (Medicare/Medicaid/VA) can be better assured their monies have been spent as they should. This session will begin the dialogue of background, current thinking, emerging change trends and suggestions towards your corporate implementation. As corporate governing boards assume greater oversight and involvement in Quality Fraud Prevention and Accountability, how will this change your business model and methods of operation? What are the legal implications for your legal board? *Recommended Audience: Administrators, Corporate Board Members, Owners and Legal Counsel*

8B Destination MDS 3.0 – We Have Arrived

Presented by: LeeAnn Thiel and Barb Fischer

Content: MDS 3.0 will be going live October 1, 2010. In addition to the new questions and format, there are changes to resident payment classification, start and stop of therapies for classification, and file submission to the Department of Human Services. Plus... no more waiting for notices and reports in the mail, as all notices and reports will be available online. *Recommended Audience: Administrators, Nurses, Office and Financial Staff*

1:00 p.m. – 2:30 p.m.

9B Team Dynamics, You Are A Team, Now Get It Done!

Presented by: Dee Legvold and Kristi Salisbury

Content: You have a vision and goal...but how do you get it accomplished? This session will identify three characteristics of good team dynamics, review how the right communication style can affect the team and look at the barriers to the team dynamics. *Recommended Audience: Dietary, Administration and Nursing*

10B Keeping Your Cool With Difficult Family

Presented by: Rita Spak

Content: With government agencies placing more emphasis on family satisfaction and involvement in your facilities, does your facility view family involvement as an integral part of your system? Are you finding family expectations to be unrealistic? This session will propose programs to achieve a good rapport with your family members. *Recommended Audience: Nursing, Dietary, Social Services, Activities, CNAs, Chaplains and Administrators*

2:30 p.m. – 2:45 p.m. **Break**

2:45 p.m. – 4:15 p.m.

11B Preparing for the Baby Boomers

Presented by: Rita Spak

Content: Seventy seven million boomers will be entering into our long term care systems. They will redefine the connotations of aging and life's closing years. Will you be prepared to meet the challenge of altering your services to address their needs as they change the aging culture? *Recommended Audience: Administrators, Nursing, Dietary, Social Services, Activities, and Chaplains*

12B Pat Wants Every Tuesday Off – Staffing Patterns

Presented by: Dee Legvold and Kristi Salisbury

Content: What is a staffing pattern compared to the actual posted schedule? Learn how to become an effective scheduler and design a staffing pattern for your facility. Barriers that affect the schedule such as flexing to the volumes, union contracts, part-time vs. full time, overtime, and temporary staff will be discussed. *Recommended Audience: Dietary, Nursing, Social Services, Therapy*

Evening Open

7:30 a.m. – 8:30 a.m.

Breakfast

7:30 a.m. – 12:00 noon

NDLTCA Registration Desk Open

8:30 a.m. – 10:00 a.m.

1C Preventing & Detecting Fraud in the Workplace and the Advantages of Computer Forensics

Presented by: Brook T. Schaub and Brett A. Johnson

Content: Fraudulent behavior in giant corporations is making headlines throughout the country, but they are not the only ones that are susceptible to wrongdoings. This session will provide a statistical background on fraud today. Real fraud cases will be shared. Participants will discuss the who, what, where, why, and when of workplace fraud. You will learn the red flags employees can look for in their job. This session will also discuss the science of computer forensics and its many uses. *Recommended Audience: All Disciplines*

2C Advanced Wound Care

Presented by: Renee Small

Content: Identify the latest advancements in wound care and discuss evidence based assessment instruments. This session will discuss preventing Pressure Ulcers, emphasizing an interdisciplinary team approach. *Recommended Audience: Nursing, Dietary, and Therapy*

10:00 a.m. – 10:30 a.m. **Break**

10:30 a.m. – 12:00 noon

3C Social Media: Building Your Long-term Marketing Plan

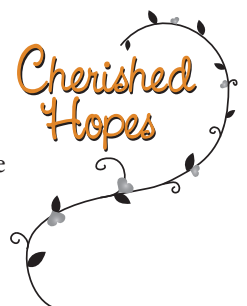
Presented by: Scott Wild

Content: The world of social media is changing so fast that it can be a little overwhelming to “keep up” and “find the time” to get involved. In this session, we will change the way you look at social media and internet marketing in general. We will discuss some of the most essential tools, such as Blogs, Facebook, Twitter and YouTube. You will gain an understanding of different ways these tools can be used in your long term care facilities Whether it's marketing to new resident's (and their families), recruiting new staff, sending your press releases, or just keeping families informed and up to date. *Recommended Audience: All Disciplines*

12:00 noon

Cherished Hopes Drawing!

All the proceeds from the raffle will go towards assisting facilities in granting wishes to come true for very deserving long term care residents. Facilities are encouraged to submit nomination forms requesting a “Cherished Hope” from residents at your facility.





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About Our Speakers

Jodi Benson, MS, RN, started in long term care in 1980 as a nursing assistant. She went back to school and obtained her LPN certification in 1985 and received her BSN and MS degrees in 1992 from UND. Jodi has worked at Woodside Village in Grand Forks for 11 years. She currently is the director of nursing at Woodside Village. *Presenting Session: 1B*

Betsy Boyle graduated from Jamestown College with a BA in Nursing in 1997. She has been at Elim Rehab and Care Center for eight years as a staff nurse, unit manager and this past year as quality assurance and in-service director. *Presenting Session: 1B*

Richard Butler is an attorney, consultant and lecturer in the long term care arena. He is a graduate of Purdue University and Indiana University School of Law, Indianapolis. Mr. Butler has worked in health care for over 20 years at the state and federal level. He focuses on survey management, quality assurance, facility legal defense, resident rights and health policy issues involving long term care. *Presenting Session: 7B*

Philip C. DuBois, MS, CNHA, FACHCA, has been a nursing home administrator in Maine since 2000. He is past president of the Maine Chapter of the American College of Health Care Administrators, and he is a member of the 2008 class of the American Health Care Association's "Future Leaders in Long Term Care." He is also a licensed minister, involved in music and foster/adoptive ministries. *Presenting Session: 8A*

Barb Fischer is the assistant director for Budget and Operations with the Medical Services Division within the Department of Human Services. Barb began her career with the Department as an auditor with the Provider Audit Unit in 1980. Barb graduated from Mary University and is a Certified Public Accountant. *Presenting Session: 8B*

Lesile Hanson, RN, LaMoure County Parish Nurse. Lesile graduated with a BS in Nursing from Augustana College in 1973. She has worked 37 years as an RN in acute and long term care, home health and public health. *Presenting Session: 1B*

Jolene Hoffman, AASPN, graduated from St. Philips College in San Antonio College in 1991. Jolene has 24 years of experience in long term care. She has been a CNA instructor, LTC quality assurance director, customer in-service instructor, risk manager, clinic nurse, and has 12 years in travel nursing. *Presenting Session: 5A*

Marilyn Hudson was born and raised on the Fort Berthold Reservation. She graduated from Haskell Institute in Lawrence, Kansas in 1956. She retired in 1992 after a long career in the administrative field with the Bureau of Indian Affairs. She presently works part time with the Three Tribes Museum in New Town. Marilyn is on the Advisory Board in Parshall and is a member of the ND Council of Arts. She has recruited and helped many of the people who presented creative activities to the clients at the Good Samaritan Society, New Town. *Presenting Session: 1B*

Brett A. Johnson, CPA, CFF, CFE is a senior associate with Eide Bailly. Brett has a BS in Accounting and Fraud Investigation from NDSU in Fargo. He has more than five years of experience providing forensic accounting and investigative services to a variety of industries. *Presenting Session: 1C*

Dee Legvold, MPH, RD. Dee has over 30 years experience in operations in healthcare and consulting with health care foodservice directors through her position as corporate healthcare manager with US Foodservice. Currently co-owner of dk Foodservice Solutions, LLC, Dee has a desire to work with foodservice directors and to help develop their skills in the workplace. *Presenting Sessions: 5B, 9B and 12B*

Rhonda Peterson, the Long-Term Care Consulting Specialist at Noridian Mutual Insurance, has been with Noridian for 20 years. Nine of those years were spent focusing on the ND Public Employee Retirement System (NDPERS) Group as a team leader or Service Representative. Other positions held at Noridian were claims processing, refunds, and marketing support staff. Rhonda's current position is Group Long Term Care Benefits Consultant and has received her CES. *Presenting Session: 7A*

Shelly Peterson, MSW, has been the president of the ND Long Term Care Association for the past 21 years. Shelly represents the association before the legislative and executive branches of government and works with government agencies to assure sound long term care policies. She received her Master's degree in social work with specialization in social planning and administration from the University of Denver. *Presenting Session: 7A*

Adam Powers is the president and owner of Nick of Time, LLC, based out of Bismarck, ND. Nick of Time is a small consulting company that works with local government, agencies, and individuals to prepare for disasters and respond to catastrophic incidents. Mr. Powers works with these groups to identify and obtain funding to support their mission. He writes approximately competitive 20-40 grants a year, with a 40% success rate, and averages \$1.5 million per year for his clients. Adam has a BS in Political Science from NDSU. *Presenting Sessions: 2A and 2B*

Bruce Pritschet is director of Division of Health Facilities at the ND Department of Health. He has a bachelor's degree in science and a masters degree in management. Bruce has worked closely with the long term care programs during his years with the department as a surveyor, team leader, MDS Automation Coordinator, and program manager prior to stepping into the role as division director. *Presenting Session: 3B*

Kirsten Reile, RN, graduated from Jamestown College with a BA in nursing in 1982. She has been at Elim Rehab & Care Center for 11 years, 10 of those as director of nursing. *Presenting Session: 1B*

Jake Reuter is the program administrator for the Money Follows the Person Grant, with the Medical Services Division of the North Dakota Department of Human Services. In addition, he is the team leader for the development and implementation of the Local Contact Agency response in cooperation with the Aging Services Division and Medical Services. Jake is a licensed social worker, has a bachelor's degree in social work and a master's degree in business administration. *Presenting Session: 6B*

Becky Rude, MS, RD, CDM, CFPP is a faculty member at the University of North Dakota and is currently the program manager for the Dietary Manager Training Program. Becky has 30 plus years of experience in long term care as a registered dietitian and consultant RD. *Presenting Sessions: 4A and 6A*

Kristi Salisbury, CDM, CFPP, RD. Kristi has 30 years of healthcare nutrition management experience. Her skills are in strategy, maximizing potential in others and a big picture vision. Currently co-owner of dk Foodservice Solutions, LLC. Kristi has a desire to work with foodservice directors and to help develop their skills in the workplace. *Presenting Sessions: 5B, 9B and 12B*

Brook T. Schaub, manager, Computer Forensics with Eide Bailly. Mr. Schaub has more than 30 years of licensed law enforcement experience and more than 15 years of experience performing computer forensic examinations in criminal and civil cases. He is experienced in federal and state court testimony and rules of evidence. Brook graduated from Southern Police Institute at the University of Louisville, Kentucky; National White Collar Crime Center in Glen Allen, Virginia; and the Federal Law Enforcement Training Center. *Presenting Session: 1C*

Jenny Schultz, RN began her career in long term care as a CNA in 1993. Realizing her love was for elders she went on to build her career in skilled nursing facilities as a LPN from 1995-2000 and has been a RN since 2000. She currently is the assistant director of nursing at Woodside Village in Grand Forks. *Presenting Session: 1B*

Renee Small, APRN, BC, CWOCN received her Master's in Nursing from the University of Mary in 2002 and is credentialed as a certified Family Nurse Practitioner through the American Nurses Credentialing Center. Renee attended Albany Medical Center Enterostomal Therapy Program and is certified as a wound, ostomy, and continence nurse. Renee has 15 years experience in wound and ostomy care. *Presenting Session: 2C*

Rita Spak, MS, CTRS, ACC, CDP is the owner of SPAK Consulting Services. She has over 30 years of experience in the adult and long term care field. Rita is a nationally certified recreational therapist, activity consultant, and trainer for the dementia practitioner certification program. *Presenting Sessions: 4B, 10B and 11B*

Nancy E. Taylor has over 20 years of legislative and regulatory experience in advising clients on health care related matters, having served 10 years in her capacity as Health Policy Director for the Senate Committee on Labor and Human Resources. Nancy received her J.D. from The Catholic University of America, Columbus School of Law in 1988 and her B.S. from the University of Utah in 1979. *Presenting Session: 9A*

LeeAnn Thiel, CPA is the administrator for the Medicaid Payment & Reimbursement Services at the ND Department of Human Services, Medical Services Division. She has been with DHS since 2004. LeeAnn works with basic care and nursing facility rate setting and institutional reimbursement. *Presenting Session: 8B*

Michele Thorpe, RN, Dickey County Parish Nurse. Michele attended nursing school as a non-traditional student, graduating with BSN from Presentation College in 2007. Over the past 20 years she has worked in acute and long term care settings and emergency medicine as an EMT. *Presenting Session: 1B*

Jeanine Uran has been the manager at the Good Samaritan Society, New Town since it 2003. Prior to becoming manager, Jeanine was the social service designee at the skilled nursing center for over 10 years. Jeanine loves to have fun at work, and it shows when she creates joy for the clients and visitors at Good Samaritan Society, New Town. *Presenting Session: 1B*

Scott Wild has been working in the computer industry for the past 15 years, with experiences ranging from software programming, corporate training, and internet marketing and consulting. He is passionate about the role that the internet plays in marketing for profits and non-profits and is willing to share research openly. *Presenting Session: 3C*



Registration Form

Register by September 15, 2010 for early bird discount!



Fall Professional Development & Best Practices CONFERENCE

Make additional copies as necessary.
Remember to indicate the sessions you plan to attend on back of this form.

Please complete both sides of this form and send to:
NDLTCA, 1900 North 11th Street, Bismarck, ND 58501 • Phone: (701) 222-0660
Web: www.ndltca.org • E-mail: bev@ndltca.org or pam@ndltca.org
If faxing your registration, fax both sides of this form to (701) 223-0977.

Facility Name: _____

Contact Person: _____

Address, City, State, Zip: _____

Telephone: _____ Fax: _____

Helpful Information: Registrations includes sessions, meals and sponsor trade show. For planning purposes, accurate figures of attendance at the following functions will be very helpful. *Please indicate total numbers of all participants attending each meal function:*

Tuesday, September 28th

- # ___ Breakfast Selections
- # ___ Participant's Lunch
- # ___ Retail Therapy Social
- # ___ Sponsor Trade Show

Wednesday, September 29th

- # ___ Breakfast Selections
- # ___ Best Practices Award Lunch

Thursday, September 30th

- # ___ Participant's Breakfast

Staff codes to be used below:

A - Administrator	D - Dietary	G - Environmental	J - Chaplain	M - Manager
B - Director of Nursing	E - Social Worker	H - Health Info Mgmt	K - Therapy	N - Other: _____
C - Nurse	F - Activities	I - Office /Financial	L - CNA	_____

Indication sessions participants plan to attend:

Full Name: _____ STAFF CODE:

Sessions to be attended: (please circle)

Tues: 1A 2A 3A 4A 5A 6A 7A 8A 9A 10A

Wed: 1B 2B 3B 4B 5B 6B 7B 8B 9B 10B 11B 12B

Thurs: 1C 2C 3C NDLTCA/PAC Member: Yes No

Full Name: _____ STAFF CODE:

Sessions to be attended: (please circle)

Tues: 1A 2A 3A 4A 5A 6A 7A 8A 9A 10A

Wed: 1B 2B 3B 4B 5B 6B 7B 8B 9B 10B 11B 12B

Thurs: 1C 2C 3C NDLTCA/PAC Member: Yes No

Full Name: _____ STAFF CODE:

Sessions to be attended: (please circle)

Tues: 1A 2A 3A 4A 5A 6A 7A 8A 9A 10A

Wed: 1B 2B 3B 4B 5B 6B 7B 8B 9B 10B 11B 12B

Thurs: 1C 2C 3C NDLTCA/PAC Member: Yes No

Full Name: _____ STAFF CODE:

Sessions to be attended: (please circle)

Tues: 1A 2A 3A 4A 5A 6A 7A 8A 9A 10A

Wed: 1B 2B 3B 4B 5B 6B 7B 8B 9B 10B 11B 12B

Thurs: 1C 2C 3C NDLTCA/PAC Member: Yes No

Full Name: _____ STAFF CODE:

Sessions to be attended: (please circle)

Tues: 1A 2A 3A 4A 5A 6A 7A 8A 9A 10A

Wed: 1B 2B 3B 4B 5B 6B 7B 8B 9B 10B 11B 12B

Thurs: 1C 2C 3C NDLTCA/PAC Member: Yes No

Full Name: _____ STAFF CODE:

Sessions to be attended: (please circle)

Tues: 1A 2A 3A 4A 5A 6A 7A 8A 9A 10A

Wed: 1B 2B 3B 4B 5B 6B 7B 8B 9B 10B 11B 12B

Thurs: 1C 2C 3C NDLTCA/PAC Member: Yes No

Registration Form Continued



GUEST REGISTRATION

If you are bringing a guest to any of the meal functions, please complete the following:

<u>Tuesday, September 28th</u>	<u>Guest Name</u>	<u>Amount</u>
# ___ Breakfast (\$15)	_____	\$ _____
# ___ Participant's Lunch (\$15)	_____	\$ _____
# ___ Sponsor Trade Show (\$15)	_____	\$ _____

<u>Wednesday, September 29th</u>	<u>Guest Name</u>	<u>Amount</u>
# ___ Breakfast (\$15)	_____	\$ _____
# ___ Best Practice Lunch (\$20)	_____	\$ _____

<u>Thursday, September 30th</u>	<u>Guest Name</u>	<u>Amount</u>
# ___ Participant's Breakfast (\$15)	_____	\$ _____

Guest Registration TOTAL \$ _____
(Add guest total amount due below.)

Registered **BEFORE** September 15, 2010

NDLTCA Member Registration

Member Full Registration: # ___ X \$200 each = \$ _____
(Includes meals, sessions and Sponsor Trade Show)

Member Daily Registration:

- Tuesday, September 28th # ___ X \$100 each = \$ _____
- Wednesday, September 29th # ___ X \$100 each = \$ _____
- Thursday, September 30th # ___ X \$ 65 each = \$ _____

NDLTCA Non-Member Registration

Non-Member Full Registration: # ___ X \$400 each = \$ _____
(Includes meals, sessions and Sponsor Trade Show)

Non-Member Daily Registration:

- Tuesday, September 28th # ___ X \$200 each = \$ _____
- Wednesday, September 29th # ___ X \$200 each = \$ _____
- Thursday, September 30th # ___ X \$130 each = \$ _____

AIT/Student Registration

AIT/Student Full Registration: # ___ X \$100 each = \$ _____
(Includes meals, sessions and Sponsor Trade Show)

Amount Due for Guest Meals \$ _____
(See sub-total above)

TOTAL AMOUNT DUE \$ _____

Registered **AFTER** September 15, 2010

NDLTCA Member Registration

Member Full Registration: # ___ X \$240 each = \$ _____
(Includes meals, sessions and Sponsor Trade Show)

Member Daily Registration:

- Tuesday, September 28th # ___ X \$140 each = \$ _____
- Wednesday, September 29th # ___ X \$140 each = \$ _____
- Thursday, September 30th # ___ X \$105 each = \$ _____

NDLTCA Non-Member Registration

Non-Member Full Registration: # ___ X \$440 each = \$ _____
(Includes meals, sessions and Sponsor Trade Show)

Non-Member Daily Registration:

- Tuesday, September 28th # ___ X \$240 each = \$ _____
- Wednesday, September 29th # ___ X \$240 each = \$ _____
- Thursday, September 30th # ___ X \$170 each = \$ _____

AIT/Student Registration

AIT/Student Full Registration: # ___ X \$120 each = \$ _____
(Includes meals, sessions and Sponsor Trade Show)

Amount Due for Guest Meals \$ _____
(See sub-total above)

TOTAL AMOUNT DUE \$ _____



Conference Information

HAND IN HAND

together we can

Registration Information

Register by September 15, to meet the early bird deadline. Questions regarding the conference can be directed to Bev Herman, Education Director or Pam Cook, Education Assistant at NDLTCA (701) 222-0660. Mail or fax your registration form (found on page 9-10) to: NDLTCA, 1900 North 11th Street, Bismarck, ND 58501 • Fax (701) 223-0977 • www.ndltca.org

Conference Accommodations

Make your room reservations now! Conference host hotel: Best Western Ramkota Hotel (800 South 3rd Street, Bismarck, ND 58504 • Phone: (701) 258-7700 • Fax: (701) 224-8212). Special room rates are available for a limited time, be sure to mention "NDLTCA Fall Conference room rates" when making your reservations. Other accommodations within walking distance are: Expressway Inn, 200 E Bismarck Expressway (800-456-6388) and Expressway Suites, 180 E Bismarck Expressway (888-774-5566).

Refund/Cancellation Policy

Cancellation forms must be completed and faxed or mailed to NDLTCA in order to be considered for a refund. Please remember you can replace another staff member for the individual who needs to cancel. A 75% refund will be given to those persons who cancel their registrations up to three (3) full working days prior to the conference. Cancellations received after this deadline will not be eligible for refunds. Exceptions will be made in the case of a medical condition or facility emergency. Registered "no-shows" will be assessed the full registration fee and may obtain the handout materials from the NDLTCA office.

Special Accommodations

If you need any special aids or services identified in the Americans with Disabilities Act please contact NDLTCA ten (10) days prior to the conference so arrangements can be made.

Meal Functions

Your registration includes all meal functions. If you need a special diet due to medical reasons, please inform the Registration Desk the day prior so arrangements can be made. If you wish to bring your spouse or guest to any meal function or event please stop by the NDLTCA Registration Desk to register.

Continuing Education Information

All participants will receive a Certificate of Attendance for attending the conference. In order to receive full credit for a session, participants must attend the entire session.

The number of hours participants will receive will be based on sessions attended. Participants will receive one contact hour for a 60 minute session.

NDLTCA is an approved provider of continuing education for licensed nursing home administrators, licensed social workers, and activity professionals.

North Dakota Long Term Care Association is an approved provider of nursing continuing education by CNE-Net, the

education division of the North Dakota Nurses Association, an accredited approver by the American Nurses Credentialing Center's Commission on Accreditation. NDLTCA has applied for continuing education hours to the following organizations: Certified Dietary Managers Association and Dietetic Association.

Nurses, social workers and dietary staff need to complete additional paperwork at the NDLTCA Registration Desk during the conference.

If you have any questions regarding continuing education hours please contact Bev Herman, Education Director at 701-222-0660 or e-mail Bev at bev@ndltca.org.



Schedule-at-a-glance

HAND IN HAND *together we can*

September 27-30, 2010 • Bismarck Ramkota Hotel

Monday September 27

9:00 a.m. NDLTCA Foundation Board Meeting
 9:15 a.m. NDLTCA Board Meeting (*Governors Room, Ramkota*)
 Noon NDLTCA & PAC Clay Shoot
 5:00 p.m. – 7:00 p.m. Registration Desk Open
 5:00 p.m. NADONA Board Meeting
 NDDMA Board Meeting
 6:00 p.m. NADONA Membership Meeting

Tuesday September 28

7:30 a.m. – 5:00 p.m. NDLTCA Registration Desk Open
 7:30 a.m. – 8:30 a.m. Breakfast (*Ramkota Courtyard*)
 8:00 a.m. – 11:00 a.m. **1A** NDLTCA Membership Meeting
 8:30 a.m. – Noon **2A** Grant Writing – Show Me The Money!
 8:30 a.m. – 10:00 a.m. **3A** Abuse and Diversion of Prescription Drugs
4A Hot off the Press – The 2010 Food Guidelines
 10:00 a.m. – 10:30 a.m. Break
 10:30 a.m. – Noon **5A** How to Best Utilize Your Agency Nurse
 10:30 a.m. – Noon **6A** Culture Change for Dietary Departments: What Is It Really?
 11:00 a.m. – Noon **7A** Educating Yourself, Your Staff and the Community: Protecting Your Assets & Preparing for Healthcare Needs
 Noon – 1:00 p.m. Lunch
 1:00 p.m. – 2:30 p.m. **8A** When the Administrator Becomes a Resident: Lessons Learned from the Other Side
 2:30 p.m. – 2:45 p.m. Break
 2:45 p.m. – 4:15 p.m. **9A** Implementing Health Care Reform in the Workplace
10A NDDMA Membership Meeting
 4:30 p.m. – 6:00 p.m. Retail Therapy and Social (*Ramkota Courtyard*)
 6:00 p.m. – 8:00 p.m. Sponsor Trade Show

Wednesday September 29

7:30 a.m. – 5:00 p.m. NDLTCA Registration Desk Open
 7:30 a.m. – 8:30 a.m. Breakfast (*Ramkota Courtyard*)
 8:15 a.m. – 10:00 a.m. **1B** Best Practice Session
 8:30 a.m. – Noon **2B** Grant Writing – Show Me The Money! (*Repeat of 2A*)
 8:30 a.m. – 10:00 a.m. **3B** Dietary Citations, Infection Controls, Sharing Best Practices
 10:00 a.m. – 10:15 a.m. Break
 10:15 a.m. – 11:45 a.m. **4B** Communicating Quality of Life Principles To Staff & Family
5B What's for Dinner? – Branding Your Menu Style
6B Section Q Referral Process
 11:45 a.m. – 1:00 p.m. Best Practices Awards Luncheon
 1:00 p.m. – 5:00 p.m. **7B** Corporate Compliance – A New Reality – A New Opportunity
8B Destination MDS 3.0 – We Have Arrived
 1:00 p.m. – 2:30 p.m. **9B** Team Dynamics, You Are A Team, Now Get It Done!
10B Keeping Your Cool With Difficult Family
 2:30 p.m. – 2:45 p.m. Break
 2:45 p.m. – 4:15 p.m. **11B** Preparing for the Baby Boomers
12B Pat Wants Every Tuesday Off – Staffing Patterns
 Evening Open

Thursday September 30

7:30 a.m. – 8:30 a.m. Breakfast
 7:30 a.m. – Noon Registration Open
 8:30 a.m. – 10:00 a.m. **1C** Preventing & Detecting Fraud in the Workplace and the Advantages of Computer Forensics
2C Advanced Wound Care
 10:00 a.m. – 10:30 a.m. Break
 10:30 a.m. – Noon **3C** Social Media: Building Your Long-term Marketing Plan
 Noon Cherished Hopes Drawing