2017 Education Calendar
2017 education programs

January 2017

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TNCAL Breakfast Series: Activities for Assisted Living Facilities

Jan. 13 – Middle Tennessee
Jan. 27 – Chattanooga

The Tennessee Center for Assisted Living is offering breakfast meetings across the state in 2017. This is a great opportunity to network with colleagues and learn some important new information.

Credit: 2 hours NAB credit applied for

Audience: Assisted Living Personnel

PAE Refresher and QuILTSS Update

Jan. 18 – Jackson
Jan. 19 – Nashville
Jan. 20 – Knoxville

February 2017

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TNCAL Breakfast Series: Activities for Assisted Living Facilities

Feb. 17 – West Tennessee
Feb. 24 – East Tennessee

Credit: 2 hours NAB credit applied for

Audience: Assisted Living Personnel
THCA Legislative Conference
Feb. 28 – March 1
The annual legislative conference includes visits to legislators to discuss long-term care issues, a fundraising luncheon for TENNEPAC (THCA’s political action committee), a charity give-away reception with legislators, and educational sessions. Learn the issues that affect your daily operations such as reimbursement.
Credit: Approximately 6 hours NAB/NCERS credit applied for
Audience: Nursing Home Corporate Personnel, Administrators, and other staff with an interest in participating in the legislative process

TNCAL Breakfast Series: Regulation Review for Assisted Living Facilities
March 10 – Middle Tennessee
March 24 – Chattanooga
Credit: 2 hours NAB credit applied for
Audience: Assisted Living Personnel

Long Term Care Life Safety Code and Emergency Preparedness Essentials
March 16 – Nashville
The first half of this course will cover strategies for compliance with the 2012 edition of NFPA #101 and associated reference codes that are now enforced by CMS. The second half will cover essential concepts pertaining to the disaster preparedness continuum including mitigation, response, and recovery.
Credit: 5.5 hours NAB/NCERS credit applied for
Audience: Nursing Home Administrators and Maintenance Staff

MDS: Foundation and Updates
March 22 – 23 – Nashville
Day One of this course is designed to provide foundation information to staff that are new to the MDS or need a refresher. Day Two will review recent updates from CMS and what to expect moving forward. Attend both days or just the second day.
Credit: 6 hours non-administrator credit for each day
Audience: Nursing Home Directors of Nursing and MDS Coordinators

Nursing Assistant: Train the Trainer
April 6 – 7 – Brentwood
Regulations require that program coordinators and instructors of nurse assistant training programs receive instruction in adult-learning techniques which will be covered on Day One of this course. Day Two materials will focus on record keeping, federal requirements for nurse assistant training, testing and the THCA Nursing Assistant Training Program. This course will be offered twice in 2017.
Credit: 12 hours non-administrator credit
Audience: Nursing Home Directors of Nursing and Nurse Aide Instructors

TNCAL Breakfast Series: Regulation Review for Assisted Living Facilities
April 7 – West Tennessee
Principles of Long Term Care for Directors of Nursing
June 15 & 16 - Brentwood
This two-day seminar is designed to help new directors of nursing assume leadership and management roles. Participants will learn about state and federal rules and regulations. Strategies to improve survey results and to manage an efficient and effective nursing department will also be covered. Participants will have the opportunity to discuss common questions and concerns in an informal setting and network with one another.
Credit: 12 hours non-administrator credit
Audience: Nursing Home Directors of Nursing

Long Term Care Workforce Summit
April 28 - Nashville
Without enough talented staff, facilities cannot meet their goal to provide quality care for their residents. The first part of the day will be about retention practices in your facility and how important it is to have an employer brand. The last part of the day will be a discussion about what Tennessee is doing to increase the number of workers available.
Credit: 6 hours NAB/NCERS credit applied for
Audience: Nursing Home and Assisted Living Corporate Staff, Administrators, and Human Resources Staff

May 2017

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TNCAL Breakfast Series: Comprehensive Care Plans for Assisted Living Facilities
May 5 – Middle Tennessee
May 12 – Chattanooga
Credit: 2 hours NAB credit applied for
Audience: Assisted Living Personnel

June 2017

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TNCAL Breakfast Series: Comprehensive Care Plans for Assisted Living Facilities
June 16 – West Tennessee
June 23 – East Tennessee
Credit: 2 hours NAB credit applied for
Audience: Assisted Living Personnel

Getting Ready for Phase 2: Requirements of Participation
June 28 – Jackson
June 29 – Nashville
June 30 – Knoxville
The second phase of changes required by CMS' Final Rule will become effective Nov. 28, 2017. Primary topics will be behavioral health services, infection control, QAPI, and environmental policies. This will be a general overview course. It's time to start planning now for November!
Credit: 6 hours NAB/NCERS credit applied for
Audience: Nursing Home Owners, Corporate Staff, Administrators, and Directors of Nursing
THCA Annual Convention and Trade Show
Aug. 27 – 30 ‐ Nashville
Join your friends and colleagues for a fun-filled and educational four days at the Music City Center! Events include numerous education sessions, a trade show and lots of opportunities to enjoy the city.

September 2017

License Exam Review Course
July 10 & 11 ‐ Brentwood
This seminar provides a comprehensive review of the six content areas of the National Nursing Home Administrator License Examination. Participants will learn both the domains and terminology found on the exam and will be provided with test-taking techniques to help them prepare. This course will be offered only once in 2017
Credit: 12 hours non-administrator credit
Audience: Prospective Nursing Home Administrators

AIT Preceptor Training and Orientation
July 13 & 14 ‐ Brentwood
Prospective nursing home administrators are always looking for opportunities to learn under the tutelage of a qualified mentor/administrator. This seminar, which meets Board of Examiners for Nursing Home Administrator (BENHA) requirements for preceptor approval, provides information and guidance to licensed administrators so they can become effective mentors. The seminar also enables them to develop and implement a quality administrator-in-training (AIT) program.
Credit: 12 hours NAB/NCERS administrator credit applied for
Audience: Nursing Home Administrators

TNCAL Breakfast Series: Life Safety Compliance for Assisted Living Facilities
July 14 – Middle Tennessee
July 21 – Chattanooga
Credit: 2 hours NAB credit applied for
Audience: Assisted Living Personnel

Nursing Assistant: Train the Trainer
Sept. 14 & 15 ‐ Brentwood
Regulations require that program coordinators and instructors of nurse assistant training programs receive instruction in adult-learning techniques which will be covered on Day One of this course. Day Two materials will focus on record keeping, federal requirements for nurse assistant training, testing and the THCA Nursing Assistant Training Program.
Credit: 12 hours non-administrator credit
Audience: Nursing Home Directors of Nursing and Nurse Aide Instructors
TNCAL Breakfast Series: Life Safety Compliance for Assisted Living Facilities  
*Sept. 22 – West Tennessee*  
*Sept. 29 – East Tennessee*  
**Credit:** 2 hours NAB credit applied for  
**Audience:** Assisted Living Personnel

**AHCA/NCAL Silver Award Workshop**  
*Sept. 28 & 29 – Brentwood*  
THCA/TNCAL members will be able to start writing their 2018 Silver Award application with guidance from quality experts  
**Credit:** 12 hours NAB/NCERS credit applied for  
**Audience:** Nursing Home and Assisted Living Owners and Administrators

**TNCAL Breakfast Series: Dietary Requirements for Assisted Living Facilities**  
*Oct. 6 – Middle Tennessee*  
*Oct. 13 – Chattanooga*  
**Credit:** 2 hours NAB credit applied for  
**Audience:** Assisted Living Personnel

**46 Hour Basic Training for Activity Personnel**  
*Oct. 9 – 13 – Brentwood*  
Designed to meet the Tennessee regulatory requirements for activity personnel, this week-long program will acquaint new activity coordinators with terminology, regulations, psychosocial aspects, assessment skills, and event planning for nursing home residents.  
**Credit:** 46 hours NCCAP credit applied for

**A Real World Approach to Building Census**  
*Oct. 24 – Nashville*  
*Oct. 26 – Knoxville*  
This program will analyze the spectrum of facility marketing activities and show how to make them more effective. How do you answer the question, “Why is your facility the best choice for my loved one?”  
**Credit:** 6 hours NAB/NCERS credit applied for  
**Audience:** Nursing Home and Assisted Living Administrators, and Admissions/Marketing Personnel

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**TNCAL Breakfast Series: Dietary Requirements for Assisted Living Facilities**  
*Nov. 3 – West Tennessee*  
*Nov. 10 – East Tennessee*  
**Credit:** 2 hours NAB credit applied for  
**Audience:** Assisted Living Personnel

**AHCA/NCAL Bronze Award Workshop**  
*Nov. 10 – Brentwood*  
THCA/TNCAL member participants will learn how to complete the application for the AHCA/NCAL Bronze Award by understanding the technical requirements and the goals of the process.  
**Credit:** 6 hours NAB/NCERS credit applied for  
**Audience:** Nursing Home and Assisted Living Owners and Administrators

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2017 THCA Education Calendar
Government Update
Dec. 5 – Knoxville
Dec. 6 – Nashville
Dec. 7 – Jackson

This annual program provides current information on state and federal topics and presents the latest information on im-

policies & procedures

THCA is proud of its continuing education program and recognition as a quality education provider. The National Association of Boards of Examiners of Long Term Care Administrators and other long-term care related credentialing agencies have strict guidelines that must be followed in order to offer and accept continuing education credit for attendees of approved seminars. To uphold THCA’s credibility and integrity with such credentialing agencies, THCA has established the following for its education program.

REGISTRATION: All dates and locations should be considered tentative. A complete brochure outlining specific seminar information will be mailed to members approximately four to six weeks prior to each seminar date listed in this calendar. All brochures are posted on THCA’s website at www.thca.org approximately four to six weeks prior to each seminar. To register for a particular seminar, use the information and form provided on the brochure for that seminar. Any date, time or location changes will be noted in the individual brochures. THCA reserves the right to limit enrollment as well as to cancel a seminar and/or a particular location of a seminar.

PAYMENT: Payment by check or credit card is expected before the seminar date. If that is not possible, please call THCA’s accounting manager. VALUE+EDUCATION participants, please send a VALUE+EDUCATION check with registration form. Remember that VALUE+EDUCATION checks cannot be used for THCA’s Legislative Conference, webinars or Convention.

CANCELLATIONS AND REFUNDS: THCA reserves the right to cancel any seminar and will make a full refund to registrants in the event of a cancellation of a seminar. THCA understands that registrants cannot always attend seminars as planned. Therefore, substitutions may be made at any time. If cancellation of a registration is necessary and is received by THCA at least 48 hours before the seminar, a full refund will be made; less than 48 hours, a 50 percent refund will be made. Those who cancel less than 48 hours prior to the seminar and have not paid will be invoiced for 50 percent of the fee. All cancellations must be in writing on facility letterhead. Cancellations may be mailed to THCA at P.O. Box 40548, Nashville, TN 37224-0548, faxed to THCA at (615) 834-2502 or e-mailed to info@thca.org. Registrants who do not attend and who do not cancel will be invoiced for the full seminar fee.

CONTINUING EDUCATION POLICY: THCA education program participants are expected to attend the entire scheduled program. Doors to sessions will be closed promptly at 15 minutes past the starting time. THCA will only accept certificates of attendance that are completed and collected onsite at the conclusion of the seminar. Certificates of attendance will not be accepted by mail, fax, e-mail or any other method of correspondence or transmittal. It is the responsibility of each attendee to retain a copy of the certificate of attendance as verification of continuing education hours. Participants arriving late, leaving early or leaving during the seminar for more than 15 minutes (at one time or cumulatively) will not be given a certificate of attendance. If an attendee wishes to appeal for partial credit, he must obtain a credit request form from the THCA staff member onsite and return the completed form to that staff member onsite. The THCA Membership Services Committee will review the information on the credit request form at its next regularly scheduled meeting. The participant will be notified by letter of the committee’s action. If partial credit is granted, a certificate of attendance will be provided with the letter. Any program participant with knowledge of abuse or misuse of THCA’s Education Policy should contact THCA or the staff member present and request a form to report the incident.

PROFESSIONAL CONDUCT: To maintain a seminar atmosphere conducive to learning, the THCA Board of Directors asks that seminar participants help reduce unnecessary distractions by placing all cellular phones and other personal communications devices on silent mode or by switching them off. Should it be necessary to take a call, please do so outside of the room. Also, out of respect for fellow attendees and seminar faculty, the board asks that participants refrain from distracting behavior during seminars such as reading materials unrelated to training, engaging in conversations with other participants or other such acts.

SPECIAL NEEDS: If you have special needs (disabilities or dietary restrictions) that require attention in order to attend a THCA seminar or other event, please notify THCA staff at least seven days prior to the seminar or event.

ATTIRE: Business casual attire is recommended. Room temperature in large meeting spaces is often difficult to control. Please dress appropriately by carrying a light jacket or sweater.
ONLINE HEALTH CARE CONTINUING EDUCATION AND COMPLIANCE TRAINING FOR LONG-TERM CARE PROFESSIONALS

- Customizable online learning platform combines our courses with your training materials
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- Responsive telephone and live-chat customer service for managers and learners
- Ongoing system training and support for managers and learners
- Convenient 24/7 interactive online learning to fit employee schedules
- Flexible course assignments based on employee development needs, regulatory and compliance requirements
- Accredited courses that meet regulatory and compliance requirements
- Credits for nursing (200+ hours), social work, OT, PT, LNHA and other disciplines

For more information, call us today at 866-650-3400 or visit www.DiscoverCESolutions.com

Driving 5-Star & RoP Implementation Through a QAPI Approach

2017 Webinar Series

THCA is offering a Webinar Series on Implementation of the Requirements of Participation using a QAPI approach
- 13 webinars throughout 2017
- Webinars are 1 hour to 1.5 hours
- NAB credit offered
- THCA member price is $55 per session
- Webinar dates, topic information, and registration is available at www.thca.org

This webinar series is offered through partnership with Proactive Medical Review Clinical Consultants.