46-HOUR BASIC TRAINING FOR ACTIVITY COORDINATORS

WHEN & WHERE

SEPTEMBER 30 - OCTOBER 4, 2019 — BRENTWOOD

WHAT'S IT ALL ABOUT?

Activity coordinators play a significant role in the lives of nursing home patients, and it’s important that they design innovative and enjoyable activities that meet their patients’ needs. The 46-Hour course provides attendees with ideas that will launch new programs and refresh existing ones. Plan to get your creative juices flowing! This course meets the Tennessee training requirement for activity directors.

Program objectives:

• Lay the foundation for an engaging and fun activity program
• Learn the regulations and regulatory processes that govern the activity department
• Sharpen your leadership skills
• Integrate the clinical aspects of aging into the design of activities
• Plan programs for special populations
• Build a network of peer support throughout the state
• Learn from a pharmacist how medications affect your residents
• Learn how to complete forms for Tennessee’s QuILTSS program

SEMINAR FACULTY

Connie Swearingen has more than 30 years of experience as a nurse, certified activity professional, and educator and has worked in both acute care and long-term care. Swearingen has spoken for numerous long-term care organizations and is a champion for the rights of elders. She resides in middle Tennessee.

WHAT TO BRING

Please bring the following to the course:

• Pens, note paper, colored markers, and highlighters
• 40 copies of your current activity calendar to share
• A sample of an activity program you have already offered or would like to offer. You should put together a written description of the activity that explains its purpose and the nursing home population for whom it is designed. If the program has already been offered, explain the number of people who participated and the results. Bring 40 copies of this program description to share. In addition, you will be making a presentation about this activity to the class. Be sure to bring visual elements for your presentation which can be in the form of a video, poster display or props.
DATES AND LOCATION:
Sept. 30-Oct. 4, 2019 - Brentwood
THCA Meeting Center
5120 Virginia Way • Suite A11
Brentwood, TN 37027 • (615) 834-6520

Lodging: There is a THCA room block at the Candlewood Suites, 5129 Virginia Way, that expires on Sept. 1st. Contact Gil Pollard at 615-309-0600 and reference the THCA room block. The rate is $97 per night plus tax.

Monday, Sept. 30 - Thursday, Oct. 3
Registration: 7:30-8:00 a.m.
Seminar: 8:00 a.m.-5:00 p.m.
Hands-on workshop: 6:00-8:00 p.m.

Friday, Oct. 4
Registration: 7:30-8:00 a.m.
Seminar: 8:00 a.m.-12 Noon

Early fees: $950 per member/$1,900 per prospective member
Walk-in fees: $1,050 per member/$2,100 per prospective member

Early registration deadline/late fees: Sept. 20, 2019 or when the course sells out.

Credit: This seminar fulfills the state requirements to become an activity coordinator in Tennessee. This course has been approved for 46 hours of NCCAP continuing education credit.

To register: Complete the form below, detach and mail to THCA, P.O. Box 440548, Nashville, TN 37244-0548, or fax to (615) 834-2502

REGISTRATION INFORMATION

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. 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. Cancellations may be faxed to the THCA office at (615) 834-2502. 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 must attend the entire scheduled seminar to receive credit. No partial credit can be given for late arrivals or early departures. Any participant with knowledge of abuse or misuse of the attendance policy should contact THCA or the staff member present and request a form to report the incident. THCA will only accept attendance certificates that are completed and collected onsite at the conclusion of the seminar.

NOTE TO ATTENDEES
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. If you have special needs (disabilities or dietary restrictions) that require attention in order to attend this event, please notify THCA at least seven days prior to the seminar date.


Look for the Tennessee Health Care Association/Tennessee Center for Assisted Living on Facebook, Twitter and YouTube.

REGISTRATION FORM

☐ SEPT. 30 - OCT. 4, BRENTWOOD

Name_______________________________________________

Facility______________________________________________
Facility or administrator e-mail____________________________

Name_______________________________________________
Person completing form__________________________________

Name_______________________________________________
Phone_______________________     Fax___________________

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