

# Home Care Manager Certificate Program (HCMCP®)

See Reverse for Registration Form

**March 21 - 23, 2017  
Las Vegas, NV**

Planet Hollywood  
3667 Las Vegas Blvd S  
Las Vegas, NV 89109  
(866) 317-1829

For hotel reservations please call Planet Hollywood at (866) 317-1829 and ask for the "SMCAH7" special rate of \$129 per night, plus tax and resort fees or simply [click here](#) to reserve your room now.

**Hotel reservation deadline is Monday, February 27, 2017.**

## Program Schedule

### DAY 1: March 21, 2017

7am - 8am	Sign-in & registration
8am - 12pm	Program
12pm - 1pm	Lunch (provided)
1pm - 4pm	Program
4pm - 6pm	Opening Reception

### DAY 2: March 22, 2017

7am - 8am	Sign-in
8am - 12pm	Program
12pm - 1pm	Lunch (provided)
1pm - 5pm	Program

### DAY 3: March 23, 2017

7am - 8am	Sign-in
8am - 12pm	Program
12pm - 1pm	Lunch (provided)
1pm - 5pm	Program

### OPTIONAL Certification Exam\* through NBHHC® | March 24, 2017

8am - 9am	Exam sign-in
9am - 11am	Exam

\*Separate application must be submitted to NBHHC prior to examination. Visit [NBHHC.org](http://NBHHC.org) for more information.

Sponsored by



## Overview

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 Track Breakout Session Goals:

- Understand regulatory guidelines and business practices
- Learn the financial management under PPS process

### Private Duty/Home Care Aide Track Breakout Session Goals:

- 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

- |                                              |                               |
|----------------------------------------------|-------------------------------|
| • Front-Line Supervisors                     | • Finance Managers            |
| • New or Established Business Owners         | • Marketing Managers          |
| • Administrators or Assistant Administrators | • Case Managers               |
| • Directors or Assistant Directors           | • Clinical Supervisors        |
| • CEO's                                      | • DPCS                        |
| • COO's                                      | • DON                         |
| • Operations Managers                        | • Office Managers             |
| • Human Resource Managers                    | • Emerging or Middle Managers |

## Certificate of Completion & CEU Credits

Provider approved by the California Board of Registered Nursing (Provider # CEP2463) for up to twenty-one (21) contact hours of continuing education. You must be present for the entire program to earn continuing education credit. No partial credits can be given. Certificates will be distributed at the completion of the program on the third day.

Supported by





# Home Care Manager Certificate Program (HCMCP®)

## Registration Form

### Ways to Register

**ONLINE** at [www.cahsah.org/educational\\_events/17HCMCP.php](http://www.cahsah.org/educational_events/17HCMCP.php)

**FAX** registration form to: (916) 641-5881

**PHONE** in registration to: (916) 641-5795 ext. 113

**MAIL** registration to: CAHSAH, 3780 Rosin Ct, Suite 190, Sacramento, CA 95834

### Cancellation Policy

Cancellations are subject to 20% handling fee. There will be no refunds issued for cancellations received within 10 business days prior to program. Cancellations must be in writing. Refunds will not be made for no-shows. However, substitutions will be allowed. Should CAHSAH cancel the program, a full registration fee refund will be issued.

### STEP 1: FILL IN ATTENDEE INFORMATION (ALL FIELDS REQUIRED)

Company Name

Company Phone Number

Fax

Company Mailing Address

City

State

Zip

Attendee #1 Name

Email

Cell Phone

Attendee #2 Name

Email

Cell Phone

**Is your organization not a CAHSAH® member?** Contact Membership at (916) 641-5795 ext. 114 to find out how you can join and receive member benefit discounted registration rates for this important training.

### STEP 2: REGISTRATION FEES

#### SELECT TRACK

MEDICARE-CERTIFIED     PRIVATE DUTY/HOME CARE AIDE

Registration Fee & Deadline	CAHSAH Members	Non Members	# of Attendees
<b>Early Bird</b> Register by 2/20/2017	\$775	\$1,050	x _____
<b>Advanced</b> Register by 3/6/2017	\$825	\$1,125	x _____
<b>On-Site/Late</b> After 3/6/2017	\$875	\$1,200	x _____

**SPECIAL OFFER:** Register two or more people online and receive \$25 off each registrant. *Applies to online registrations only.*

TOTAL DUE \$ \_\_\_\_\_

### STEP 3: FILL IN PAYMENT INFORMATION

*PRE-PAYMENT REQUIRED. Registration will not be processed without payment.*

#### PAYMENT TYPE

\_\_ Check # \_\_\_\_\_ (Make check payable to CAHSAH)

\_\_ Charge               

Credit Card Number

CC Exp. Date

CC Billing Zip