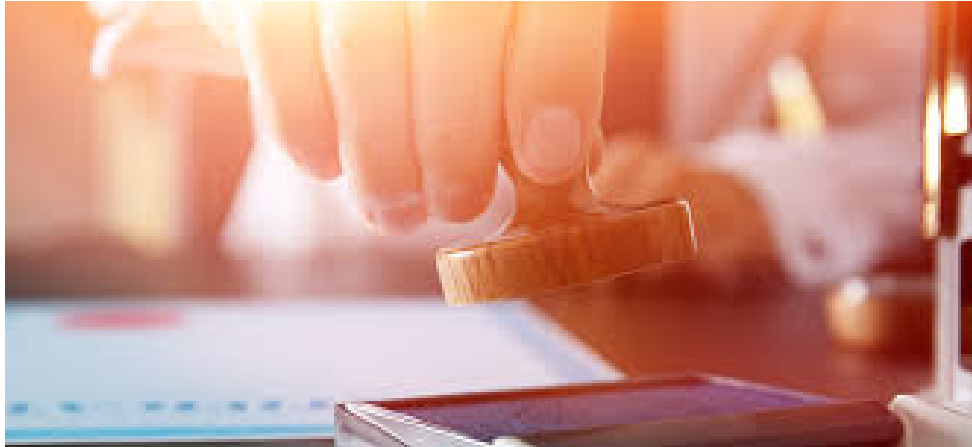


# Home Health Administrators Conference



***April 26-27, 2023***

***Wednesday, April 26: 8:00 a.m. – 5:45 p.m. (Central Time)***

***Thursday, April 27: 8:00 a.m. – 1:30 p.m. (Central Time)***

***Mary Lanning Hospital, Hastings, NE***

***presented by Diane Link, ALECC, Inc.***

***An application has been submitted to  
Iowa Western Community College Iowa Board of Nursing Provider #6  
for contact hours and is pending approval.***



# Speaker

## Diane Link, RN

Diane Link RN, MHA has more than 25 years of home health and hospice experience. She is currently managing principal of ALECC, Inc., a Post Acute Care Consulting and Education agency focused on providing operational, clinical and regulatory consulting and education in a collaborative manner. Diane was also owner of Link Healthcare Advantage, providing home health and hospice consulting services including operational assessments, survey readiness, regulatory and compliance programs, ADR Management, outsource QAPI program, outcome improvements and education services. Her experience includes a variety of roles in home health and hospice from field nurse to executive director including experience as a CHAP (Community Health Accreditation Partners) surveyor for home health, hospice and private duty agencies. She is known for her unique education style at both state and national level. She is the author of the *Hospice Guide to Quality Care and Reporting and Essential In-Services for Home Health*.



Diane Link has identified no actual, potential or perceived conflict of interest.

The Nurse Planners have identified no actual, potential or perceived conflict of interest.

### Purpose Statement

This conference will address key components of being a successful home health administrator.

### In order to receive a Certificate of Completion:

1. Attend the entire conference.
2. Complete an evaluation form.
3. Register your contact hours (CE) through the online portal provided by the Iowa Western Community College Board of Nursing Provider #6 by May 4, 2023.

### Conference Objectives

1. Define the role and duties of Administrator and Case Manager in Home Health.
2. Identify top regulatory risk areas and how to be in a state of survey readiness.
3. Implement steps in creating budget and expense management.
4. Identify how the PDGM impacts budget.
5. Demonstrate how to use QAPI program to improve HHVBP Scores.
6. Identify risk areas in hiring, disciplinary and termination of employees.
7. Identify how to retain employees.
8. Participants will apply home health best practices to address clinical and regulatory compliance issues.

## Conference Agenda - Wednesday, April 26, 2023

8:00 a.m. - 9:30 a.m. Administrator Role vs. Case Manager Role and Leadership Styles

9:30 a.m. - 9:45 a.m. Break

9:45 a.m. - 11:45 a.m. Survey Preparedness and Top 10 Regulatory Risk Areas – Survey Preparedness; NOMNC; HHCCN; ABN and Knowing When to Use the Right Form

11:45 a.m. - 12:30 p.m. Lunch

12:30 p.m. - 2:00 p.m. Budget Creation, Utilization and Expense Management - Projecting Reimbursement/Expenses; Budget Variances; Productivity; Key Performance Indicators and Supply Management

2:00 p.m. - 2:15 p.m. Break

2:15 p.m. - 3:45 p.m. How PDGM Impacts Your Budget - Overview of PDGM; OASIS Items Impacting PDGM; Episodic Management and LUPA Management

3:45 p.m. - 4:00 p.m. Break

4:00 p.m. - 5:30 p.m. Home Health Value Based Purchasing (HHVBP) and Defining QAPI Requirements – Dashboards; Actions Plans and Performance Improvement Projects

5:30 p.m. - 5:45 p.m. Q & A

## Conference Agenda - Thursday, April 27, 2023

8:00 a.m. - 9:30 a.m. Risk Areas in Employee Hiring, Discipline and Termination - Identify Different Styles of Interviewing to Select the Best Candidate; Illegal, Unethical and Gray Areas in Interviewing; Identify How to Develop a Policy and Implement Disciplinary Action Programs; and Identify Termination Steps and Things to Avoid

9:30 a.m. - 9:45 a.m. Break

9:45 a.m. - 12:15 p.m. How to Retain Employees - Working Environment; Leadership Relationships; Recognition ; Support Strategies; and Team Building

12:15 p.m. - 12:30 p.m. Q & A

12:30 p.m. - 1:30 p.m. Working Lunch - Roundtable Discussions

# April 26-27, 2023 Administrators Conference

Name(s) of Participant(s) and Credentials (if applicable)

1. \_\_\_\_\_ Email : \_\_\_\_\_
2. \_\_\_\_\_ Email : \_\_\_\_\_
3. \_\_\_\_\_ Email : \_\_\_\_\_
4. \_\_\_\_\_ Email : \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

## Nebraska Association for Home Healthcare and Hospice New Administrator Conference Fees:

1st Representative from your agency/organization \$150 \$ \_\_\_\_\_

Additional representatives from your agency/organization \_\_\_\_\_ x \$150 \$ \_\_\_\_\_

Each representative wanting contact hours (nursing CE) to be filed with the Iowa Western Board of Nursing (each representative) \_\_\_\_\_ x \$5 \$ \_\_\_\_\_

Total \$ \_\_\_\_\_

**Note:** A \$3 processing fee will be added to all credit card transactions.



## Hotel Accommodations

**Deadline for Discount Rate is March 25, 2023**

Holiday Inn Express Hastings

3605 Cimarron Plaza | Hastings, NE 68901

**[Access the Booking Link Here for Discounted Rate of \\$94.95](#)**

**(Limited Number of Rooms - Book Now!)**

## Cancellation Policy:

A 50% fee refund will be given on cancellations submitted to the Nebraska Association for Home Health Care and Hospice office by April 14, 2023. All refunds will be processed after the event accounts have been completed.

## Payment Methods

**Check** - Print this form, fill it out, and send to the Nebraska Association for Home Health Care and Hospice with a check made payable to the Nebraska Association for Home Health Care and Hospice.

**Credit Card (Requires \$3 Credit Card Processing Fee)** - [Click here to register/pay online](#)

**Mail your registration form with payment information to:**

**Nebraska Association for Home Health Care and Hospice • 3901 Normal Blvd., Suite 100 • Lincoln, NE 68506 or Fax to 402.476.6547 • Email: [nehomehealthcareandhospice@assocoffice.net](mailto:nehomehealthcareandhospice@assocoffice.net)**

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day we receive your payment, and you will not receive your check back from your financial institution.