



CAH Swing Bed Management Basic Need to Know - April 16, 2009
CAH Swing Bed Training: Going Beyond the Basics - April 17, 2009
THA Headquarters/Nashville, TN

AGENDA

Thursday, April 16, 2009

Day I: CAH Swing Bed Management Basic Need to Know

OBJECTIVE:

- *The participant will be able to discuss when the patient most likely meets admission criteria for skilled care*
- *The participant will be able to differentiate between billing for inclusions vs exclusions as well as reviewing key points for physician billing*
- *The participant will be able to verbalize basic knowledge required to be in compliance with SB CoP when offering skilled level of care.*

REGISTRATION: 9:30 AM TO 10:00 AM

AGENDA: (10:00 AM TO 4:00 PM)

10:00 AM to 12:00 pm

- Review Swing Bed Regulations
- Medicare Qualifying Stay
- Skilled Medicare Benefits
- Clinical Admission Criteria
- Therapists' role in CAH SB
 - Do's and Don'ts for Therapy Staff

12 NOON TO 12:30 PM - LUNCH

12:30 PM to 2:00 PM

- SB Billing for Inclusions and Exclusions
- Physician Documentation and Billing

2:00 PM to 2:15 PM – BREAK

2:15 PM to 4:00 PM

- Review of the CoP Regulations Which Could Impact a CMS Survey
- Activity Program Requirements

Friday, April 17, 2009

Day II: CAH Swing Bed Training: Going Beyond the Basics

OBJECTIVE:

- *The participant will restate documentation requirements when transferring a patient from Acute to Skilled level of care*
- *The participant will define the role of the Case Manager/SB Coordinator as it relates to the Interdisciplinary Team (ITP)*
- *Using case scenarios from the field, participants will be able to verbalize what they would do given a specific situation regarding swing bed*

AGENDA: (8:30AM TO 12 NOON)

8:30 AM TO 9:45 AM

- Documentation required when transferring a patient to a skilled level of care
- Case Manager/SB Coordinator's Role
- Facilitating an ITP meeting

9:45 AM to 10:00 AM - BREAK

10:00 AM to 12 noon

- Review of sample documentation forms
- Growing the SB program with external admissions
- Q&A – Participants to bring specific scenario they would like discussed

Note: A CD containing CAH SB resources and sample documentations forms will be provided by Stroudwater for all participants.

Who Should Attend

This program is designed for case managers, Swing Bed Coordinators, medicare billers and others involved in the management and care of utilizing swing beds.

Faculty

Mary J. Guyot, RN, BS, CRRN, Senior Consultant, Stroudwater Associates, Portland, Maine

Ms. Guyot has over 33 years experience in the healthcare industry. She has specific expertise in Prospective Payment Systems (PPS) in both Skilled and Acute Rehabilitation. She currently assists rural hospitals performance improvement through team assessment of the primary & secondary service area, clinical services, financial and operational performance. Mary is also involved in the development of the Balance Score Card in rural hospitals which becomes the core of the hospital's Performance Improvement Program. Mary is a national speaker/trainer on Swing Bed Utilization in both Rural PPS hospitals and in Critical Access Hospitals. She also devotes much of her time in working directly with rural hospitals to implement their swing bed program or review the present program with on-site training for physicians and staff.

CONTINUING EDUCATION CREDIT

You will receive, upon completion of both days, a certificate documenting completed continuing education of 8.5 hours for both days.

Meeting Location/Registration Information (Space Limited)

Tennessee Hospital Association

500 Interstate Blvd., South, Nashville, TN 37210

Main level (Tennessee Room) Both days

(Map of location will be emailed with confirmation.)

If you need hotel accommodations you may access a listing of hotels by going to the THA website www.tha.com and clicking on quick links and hotels (Nashville locations only).

THA has a \$99 corporate rate with Radisson Nashville Airport (approx 15 minutes from THA). Call 615-889-9090 and ask for the Tennessee Hospital Association corporate rate. Visit www.radisson.com/nashvilletn_airport to view the site.

REGISTRATION FEE: **\$75.00** for member hospitals/*per person both days*
 \$125.00 for non-member hospitals/*per person both days*

Fee includes seminar, refreshment breaks and lunch. A CD containing PPS SB resources and sample documentations forms will be provided by Stroudwater for all participants. All materials regarding this conference will be emailed prior to the conference for each participant to duplicate and bring with them.

Payment Method

Check made payable to THERF (Tennessee Hospital Education and Research Foundation)

THERF

500 Interstate Blvd. South

Nashville, TN 37210

Fax registration to 615-742-3753

Credit Card Visa or Mastercard only

Registration Deadline: Thursday, April 9, 2009. “No Shows” who have registered and payment has not been received will be responsible for the entire registration fee. The registration fee, less a \$25 processing charge, is refundable if written cancellation notice is received five (5) business days prior to the program. If you have not received a confirmation letter prior to the program, please call Penny Williams at THA, 1-800-258-9541 or pwilliams@tha.com to confirm your registration.

Cancellation/Policy Refund

An alternate registrant from the same institution will be accepted under the original registration. Registration fees are non-refundable unless written notice of an individual’s cancellation is received five business days prior to the program, in which case a cancellation fee of \$25.00 will be deducted from the refund. If notice of the cancellation is received after five business days required, there is NO refund. The same procedure applies for a registration that is faxed in with the indication of payment to follow. You will be billed whether or not you attend the program.

COMFORT LEVEL

Although every effort is made to have a comfortable temperature in the meeting room, we realize that everyone’s comfort level is different. Please bring a jacket in case the room is too cool for your comfort.

Additional Information

*Registrants unable to attend may send an alternate.

*Contact THA @ 1-800-258-9541 if you have any questions.



REGISTRATION FORM

CAH Swing Bed Management Basic Need to Know - April 16, 2009 **CAH Swing Bed Training: Going Beyond the Basics - April 17, 2009** THA Headquarters/Nashville, TN

- Member Fee: \$75 per person/both days
 NonMember Fee: \$125 per person/both days

PLEASE PRINT! All attendees must complete a registration form

Name/Title _____

Organization _____

Address _____

City/State/Zip _____

Area Code/Phone _____ Area Code/Fax _____

Email Address _____

(Confirmations will be emailed.)

Method of Payment

- Check enclosed and payable to the THERF (Tennessee Hospital Education and Research Foundation)
 Credit Card Payment Visa Mastercard

Card Number _____ Exp. Date _____

Cardholder's Name _____ Phone _____

Cardholder's Signature _____

Mail or fax registration form with payment to: Penny Williams, THERF, 500 Interstate Blvd., So., Nashville, TN 37210, telephone 615-256-8240-7878; fax 615-742-3753

CANCELLATION POLICY

An alternate registrant from the same institution will be accepted under the original registration. Registration fees are non-refundable unless written notice of an individual's cancellation is received five (5) business days prior to the program date, in which case a **cancellation fee of \$25.00** will be deducted from the refund. If notice of the cancellation is received **after 5 business days, there is no refund**. The same procedure applies for a registration that is phoned in or faxed with the indication of payment to follow. You will be billed whether or not you attend the program.

Occasionally a continuing education course must be cancelled when enrollment does not meet minimum registration requirements. When this is necessary, either full refund of fees paid will be made or credit will be given toward another general interest course.

Registration Deadline: Thursday, April 9, 2009

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