

PROGRAM TITLE: HEALTHCARE FINANCIAL MANAGEMENT CERTIFICATION SERIES

PROGRAM DATES, TIME AND PLACE: Classes will be held from 5:00 pm to 8:00 pm at the Raritan Bay Medical Center, Perth Amboy, NJ located at 530 New Brunswick Avenue at the corner of Route 35 North (Convery Boulevard.), minutes from both the Garden State Parkway and the New Jersey Turnpike, just north of the Raritan River in Middlesex County.

Note: The classes will be held on Wednesday evenings from 5:00 to 8:00 PM

FINANCE 101	September 15, 2010
FINANCE 102	September 22, 2010
REVENUE CYCLE 101	September 29, 2010
COMPLIANCE 101	October 13, 2010
MANAGED CARE 101	October 27, 2010
MANAGEMENT 101/EXAM PREPARATION/MOCK EXAM	November 10, 2010
Registration and buffet dinner: 4:30 pm	
Presentation: 5:00pm – 8:00pm	
CERTIFICATION EXAM – Atlantic Health Training Center	November 13, 2010
CERTIFICATION EXAM – ARMDS, Burlington, office	November 13, 2010

BONUS!! You can get a FACILITY REGISTRATION. This allows you the flexibility to provide education to multiple staff members with a single registration. You can educate up to 6 staff members (*one staff member per scheduled session*) based on one Facility Registration. Identify the person that can best benefit from each specific module and send them. Individuals may also register for single sessions.

Target Audience

This is a brand new course for individuals who are new to the healthcare industry or who are experienced HFMA members interested in becoming Certified Healthcare Financial Professionals. The individual sessions are appropriate for people in budget, reimbursement and financial analysis, patient accounting and revenue cycle, non-financial healthcare professionals such as patient access services, hospital clinical administrators and staff employees of insurers who require an understanding of healthcare financial issues.

Course Objectives

The course is designed to give attendees an understanding of all aspects of financial services related to hospital and physician practice. The course will prepare individuals to take the HFMA Certification Exam. The various sessions will examine payment for services rendered in accordance with regulatory, contractual and operational policies, practices and protocols, and their impact on the financial condition of an institution. Participants will be awarded a NJHFMA Financial Certification Certificate upon successful completion of course examination and class participation in at least 4 of 6 Modules (Note: For those taking advantage of the Facility Registration, certificates are not available to those participating in less than 4 modules.) ***Upon successful completion of the HFMA Certification exam The NJHFMA Board of Directors will reimburse NJ chapter members for all applicable certification related fees including the testing fees for the Core Exam and one Specialty Exam, CHFP application fee, local technical fees, and NJHFMA sponsored certification exam study courses. Individuals who think they may not be ready to take the scheduled proctored exam on Saturday, November 13, 2010, may schedule an alternative date with a proctor that is convenient to both of you.***

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Highlights of the Course

The course consists of the following **six** modules from the Core Certification Curriculum Manual

1. Finance 101

SPEAKER: KEVIN LENAHAN, FHFMA (Atlantic Health System) DATE: September 15, 2010

- Cost Analysis
- Financial Analysis Techniques
- Accounting Concepts & Principles

2. Finance 102

SPEAKER: CHERYL COHEN, MBA, FHFMA DATE: September 22, 2010
(Pantheon Capital, LLC)

- Capital Planning & Financing
- Budgeting
- Investments and Cash Management
- Strategic Planning

3. Revenue Cycle 101

SPEAKER: MARIA FACCIPONTI, FHFMA (ARMDS) DATE: September 29, 2010

- Patient Financial Services
- HIM & Case Management
- Information Services
- Physician Practices

4. Compliance 101

SPEAKER: RITA ROMEU, PhD, FHFMA (ARMDS) DATE: October 13, 2010

- Internal Controls
- Corporate Compliance
- Regulatory Environment
- Quality & Patient Safety

5. Managed Care/Management 101

SPEAKER: TRACY DAVISON-DICANTO, CHFP DATE: October 27, 2010
(Princeton Health Care System)

- Managed Care
- Legal Aspects
- Management Skills
- Human Resources Management

6. Healthcare Overview 101/Exam Preparation/Mock Exam

SPEAKERS: LINDSEY COLOMBO, MPA, FHFMA DATE: November 10, 2010
(Raritan Bay Medical Center)

- Healthcare Overview
- Tips for Preparing for the Exam
- Mock Exam
- Review of Mock Exam Answers

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To register, please visit our web site at www.hfmanj.org, where online payment submission is also available. If you prefer to register by mail/fax, please complete the following:

REGISTRATION FORM

Please register the following participant(s): **NOTE: If registering for one session only, please indicate which session you will be attending.**

NAME _____

TITLE _____

MEMBER _____ NON-MEMBER _____

NAME _____

TITLE _____

MEMBER _____ NON-MEMBER _____

NAME _____

TITLE _____

MEMBER _____ NON-MEMBER _____

COMPANY _____

PHONE NUMBER _____

E-MAIL ADDRESS _____

Mail Check to: **Ms. Laura Hess**
HFMA-NJ Chapter
PO Box 6422
Bridgewater, NJ 08807
Phone 888-NJC-HFMA
Fax 908-722-8775

Make Check Payable to: **HFMA-NJ Chapter**

To Pay by Credit Card (AmEx, Visa, and MC): Credit Card #: _____ Exp. Date: _____ Name on Card*: _____ <i>*Sign/Enter your name, which will be taken as your signature authorizing the charge.</i>
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FEES:

Facility Registration.....	\$300.00
Member Registration	\$250.00
Non-Member Registration.....	\$300.00
Member 1 Session.....	\$50.00
Non-Member 1 Session.....	\$60.00

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Fees include all instructional costs and study materials, and are non-refundable unless cancellations are received 48 hours prior to the start of the first class. Space limitations in this program are strictly enforced. Participants should register via mail or fax, using the registration form provided, as soon as possible. Enrollment will be accepted on a first received basis. All registrations will be confirmed via e-mail or telephone.

CONTINUING PROFESSIONAL EDUCATION CREDITS

Participants will be granted continuing professional education (CPE) credits for courses related to fields of finance, tax, management advisory services, business law and accounting. Participants will receive a letter attesting to their attendance.

Based upon our understanding of the New Jersey State Board of Accountancy's continuing professional education requirements, Sponsor 185, **each module will qualify for three and one half (3.5) CPE credits for each participant who stays for the entire module. You will earn twenty-one (21) CPE credits for completing the entire course.**

AMERICAN COLLEGE OF HEALTHCARE EXECUTIVES CATEGORY II CONTINUING EDUCATION CREDIT

The New Jersey Chapter of the Healthcare Financial Management Association is authorized to award 3.5 hours of pre-approved Category II (non-ACHE) continuing education credit for each module of this program toward advancement, or recertification in the American College of Healthcare Executives. Participants in this program wishing to have the continuing education hours applied toward Category II credit should indicate their attendance when submitting application to the American College of Healthcare Executives for advancement or recertification.

