



Region 3 HFMA Chapter's Special Educational Session

HEALTHCARE 101

A Program for Financial and Clinical Managers

Thursday, April 24, 2008

HACC

Meeting Information

Co-sponsored by:

Region 3 Healthcare Financial Management Association (HFMA):

Appalachian Chapter of Central Pennsylvania

Metropolitan Philadelphia Chapter

Northeastern Pennsylvania Chapter

New Jersey Chapter

Western Pennsylvania Chapter

PROGRAM OBJECTIVES: *Attracting and retaining professional qualified financial and clinical managers to the health care field is critical to the industry. An important step in that process is to provide education to new staff on the unique characteristics of the health care finance environment. Obtaining a firm grounding in the basics of the industry helps the finance and accounting staff better understand and succeed with their daily responsibilities. This education program will include an:*

- ❖ Industry Overview
- ❖ Explanation of the Revenue Cycle
- ❖ Healthcare Reimbursement
- ❖ Details of building, managing, and analyzing your budget and statistics
- ❖ **YOU WILL RECEIVE 20 PLUS TEMPLATES TO USE IN YOUR PLACE OF WORK**

TARGET AUDIENCE: *This seminar will be of particular interest to chief financial officers, directors of finance, nurse managers, clinical department heads, and compliance officers new to the health care field. Clinical staff with finance responsibilities hoping to gain an understanding of the health care finance field may also benefit from the presentation.*

Featured Speaker: Frank Capone, CPA, MBA, FHFMA

- Has designed and conducted hundreds of workshops for thousands of healthcare professionals since 1984.
- Eighteen years of hands-on experience as a chief financial officer in healthcare.
- Consistently scores over 90% on workshop, workbook, and trainer evaluation.
- Has presented programs for the HFMA, AACN, ASHET, associations, and several leading colleges and universities.
- Has written training manuals for major international seminar companies.

PREREQUISITES: Advanced Preparation is not required

CPE CREDITS: **8 Other**
4.2 CEU's for Nursing from Frank Capone's organization

DRESS: Business Casual

LOCATION: Wildwood Conference Center
Harrisburg Area Community College
One HACC Road, Harrisburg, PA
Phone: 780-2678

Directions to this location available on the Chapter's website at:

http://www.centralpahfma.org/Directions_HACC_WildwoodConfCenter.pdf



Region 3 HFMA *EDUCATION SESSION*

Thursday, April 24, 2008 @ HACC

AGENDA

- 8:00 a.m. Registration/Continental Breakfast/Announcements & Chapter Business**
- 8:30 a.m. Healthcare Finance Overview**
John F. Bubb, FHFMA - Susquehanna Health
- 9:15 a.m. Understanding Healthcare Revenue (a.k.a. The Revenue Cycle)**
Speaker to be Announced -
- 10:15 a.m. Break**
- 10:30 a.m. The Reimbursement Process of Healthcare**
Richard Imbimbo & Carrie Frey - Memorial Hospital
- 11:30 p.m. Lunch**
- 12:30 p.m. Budget Applications of Healthcare Statistics**
Basic Terms, Principles, Concepts, and Practices
Frank Capone
- 1:45 p.m. Break**
- 2:00 p.m. Building and Managing a Budget (Part I)**
Goals, Objectives, and Assumptions of Budget Planning
Salary, Expense, and Capital Budget Preparation
Analyzing and Explaining Budget Variances (i.e. Budget Control)
Frank Capone
- 3:15 p.m. Break**
- 3:30 p.m. Building and Managing a Budget (Part II)**
Continuation of Part I
Frank Capone
- 4:30 p.m. Day end raffle and announcements/Adjournment**



Thursday, April 24, 2008

HFMA Appalachian Chapter of Central Pennsylvania

FAST FAX RESPONSE

TO: Marilyn Butler
Holy Spirit Hospital

FAX #: (717) 763-3043

Registration Form

Name: _____

Title: _____

Company: _____

Address: _____

Phone: _____ Email: _____ @ _____

HFMA MEMBER? Yes No If member, Chapter Name: _____

The following individual(s) will also attend:

Name: _____ Title: _____
HFMA MEMBER? Yes No If member, Chapter Name: _____

Name: _____ Title: _____
HFMA MEMBER? Yes No If member, Chapter Name: _____

Educational seminar fee includes **Sample Worksheet tools**, materials, and lunch.

FEE: All Attendees – \$125

Make check payable to: HFMA APPALACHIAN CHAPTER

Please **fast FAX registration form by April 18, 2008** and follow-up with a check to:

Marilyn Butler, Reimbursement Manager
Decision Support Department
Holy Spirit Hospital

503 N. 21st Street, Camp Hill, PA 17011-2204

Phone: (717) 763-2584 Fax: (717) 763-3043 Email: mbutler@hsh.org

Sponsoring Member Name: _____

Sponsoring Member Number: _____

Please Note: To avoid being charged the full registration fee, cancellations MUST be made 72 hrs prior to the meeting date by calling or emailing Marilyn Butler. Thank you.