

The NACHC New CEO Leadership Institute (CEOI) is designed for new health center CEOs to ensure that you have the training, resources, and support you need to successfully lead your health center in today's ever changing healthcare environment. This curriculum is designed with the "new" CEO in mind (6 months - 3 years or less experience), but may also serve as a good refresher for more experienced CEOs and is open for all to apply.

CEOI is an eight month program designed to provide interactive and action-oriented learning experiences through a community of practice that meet the training needs of new CEOs.

### 5 Curriculum Components

#### In-Person Training Sessions (2):

- A two day face-to-face training at the beginning of the Institute designed for participants to engage and learn through shared experiences and case studies
- A one day face-to-face training at the end of the Institute designed for participants to summarize their learning during the Institute and create a personal action plan to use as a guide as they continue their professional development beyond the six month program

#### Interactive Webinars

- A virtual classroom designed to provide expert coaching and peer to peer interaction

This curriculum is designed to help you stay grounded as a leader in the "big picture" – on the long-term strategy and mission of the health center – not tangled up in the short-term fires that can distract you from your overarching job as CEO.

You will use the real-life challenges you are facing today to develop strategic leadership skills, health center knowledge, and peer contacts that you can use now and throughout your career.

To ensure that the group size is small enough to foster connections and meaningful participation, the Institute is limited to approximately 60 participants. Participants who successfully complete all aspects of the Institute will receive a certificate of completion and be inducted into the Leadership Trainings Graduate Network during the closing in-person session.

#### \*Pricing Information

- **Early Bird Registration Fee:** \$1,320 if registration received by July 31, 2019
- **Regular Registration Fee:** \$1,520 if registration received after July 31, 2019

*\*All travel expenses and accommodations related to the Institute are your responsibility and are not included in the registration fee*

### Institute Learning Objectives:

- The participant will identify and apply effective leadership skills and competencies such as: demonstrating effective communication skills, building beneficial interpersonal relationships, distinguishing ways to adjust one's leadership style based on the situation, and displaying the critical thinking skills and abilities to lead others toward common goals.
- The participant will examine the fiduciary role of the CEO and demonstrate knowledge of key health center financial measures.
- The participant will identify and utilize key strategies to ensure a productive CEO/board working relationship.
- The participant will demonstrate the ability to make strategic decisions using appropriate data.
- The participant will identify and implement key strategies to achieve high performance at the health center.

Apply today at:  
[www.nachc.org](http://www.nachc.org)

and click on  
TRAININGS AND EVENTS

### The Institute-At-a-Glance

August 2019	August 21-22, 2019	September 2019 - February 2020	March 20, 2020
Online Community Development & Kick-off	2-Day In-Person Session in Chicago, IL After the NACHC CHI Conference	Webinars, Self-Paced Modules, Online Community Engagement, & Peer Mentoring	1-Day In-Person Closing Session in Alexandria, VA After the NACHC P&I Forum

## Participant Commitment At-a-Glance

	August	September	October	November	December	January	February	March	
<b>PARTICIPANT</b> Time Commitment	Join online community, and attend 2-day training in Chicago, IL (~17-18 hours)	Participate in 1 webinar, 1 self-paced module, 1 mentor group call, and online community (~4-6 hours)	Participate in 1 webinar, 1 self-paced module, 1 mentor group call, and online community (~4-6 hours)	Participate in 1 webinar, 1 self-paced module, 1 mentor group call, and online community (~4-6 hours)	Participate in 1 webinar, 1 self-paced module, 1 mentor group call, and online community (~4-6 hours)	Participate in 1 webinar, 1 self-paced module, 1 mentor group call, and online community (~4-6 hours)	Participate in 1 webinar, 1 self-paced module, 1 mentor group call, and online community (~4-6 hours)	Participate in 1 webinar, 1 self-paced module, 1 mentor group call, and online community (~4-6 hours)	Participate in online community and attend 1-day training in Alexandria, VA (~9-10 hours)

Dates of each session will be updated online on a rolling basis until the course curriculum is finalized.

Go to: [www.nachc.org](http://www.nachc.org) and click TRAININGS AND EVENTS for updates.

### *This is what our participants are saying:*

“*If you showed up on day one as the new CEO... this program should be on your radar!*”

“*It's (the CEOI) necessary!!! Love meeting CEOs that are just like me!!!*”

“*The content over the length of the program was well thought out, needed and effective.*”

“*Loved my peer mentor group. It was such a supportive group. Love the honesty. I believe we will stay in touch.*”

## How to Apply and Register

Acceptance into the Institute is a two part process: application and then registration.

1. To apply online simply click [here](#) and complete the PDF form.  
Email the completed form (preferred) with the **Subject Line: NACHC 2019 New CEO Leadership Institute** to [trainings@nachc.org](mailto:trainings@nachc.org)  
OR  
Print the New CEO Leadership Institute Application and fax it **Attn: Gerrard Jolly to (301) 347-0459**.
2. Our staff will e-mail you from [trainings@nachc.org](mailto:trainings@nachc.org), confirming that your application is received. Applications will be reviewed by the course faculty, and you will be notified of your status into the program within one week of submission. Participant requirements: This curriculum is designed with the “new” CEO in mind (6 months - 3 years or less experience), but may also serve as a good refresher for more experienced CEOs and is open for all to apply.
3. **Once notified of acceptance to the CEO Institute, you will be provided with a link to complete your registration and payment for the course. If this is not completed within 10 days of notification, your place in the course may be released to another participant and you may be placed on a waiting list.**
4. Applications will be accepted on a rolling basis until course is full (approximately 60 participants). A waiting list will be developed once the course has reached capacity, and wait listed applicants will be given priority to fill a cancellation spot.

### \*Schedule of Program Fees

Payment will be collected once notified of acceptance into the program.

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### NACHC Cancellation Policy:

All Cancellations must be in writing and must be received at NACHC on/before August 7, 2019

- Cancellations received on/before August 7, 2019 will be assessed a \$100 processing fee.
- Cancellations received after August 7, 2019 are not refundable.
- Substitutions may be made without additional charge prior to the start of the two-day in-person training as long as the new participant meets the course requirements. All requests for substitutions or cancellations must be made in writing and receive NACHC approval.
- “No Shows” are non-refundable.

To cancel your reservation or request a substitution, please send a request in writing to Gerrard Jolly at [trainings@nachc.org](mailto:trainings@nachc.org).

## Application

Name \_\_\_\_\_

Degree/Certification (if any): \_\_\_\_\_

Title: \_\_\_\_\_

Organization (no acronyms): \_\_\_\_\_

Full Mailing Address (including City, State & Zip): \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell Phone (emergency) \_\_\_\_\_

Email: \_\_\_\_\_

Assistant's Name: \_\_\_\_\_ Email: \_\_\_\_\_

1. Do you currently work for a federally qualified health center?  Yes  No
2. Do you currently work for a Look-Alike FQHC?  Yes  No
3. If neither, what type of organization do you currently work for? \_\_\_\_\_
4. How many years/months have you been employed at a health center? \_\_\_\_\_ As a CEO? \_\_\_\_\_
5. Please provide a brief summary of your professional experience (including relevant experience prior to your current position or with a health center).  
**Optional:** include a copy of your current biographical sketch (no more than ½ page).

6. Please name 3-4 things related to strategic leadership that you most want to learn and apply from this Institute.

7. Please initial each item indicating your commitment to participate in all aspects of the CEO Leadership Institute.

\_\_\_\_\_ I will attend the **TWO required In-Person trainings** as part of the CEO Leadership Institute. These trainings will take place on **August 21-22, 2019 in Chicago, IL**, just after the NACHC Community Health Institute (CHI) & EXPO at the Hyatt Regency Chicago, **and on March 20, 2020, at the Alexandrian Hotel, Autograph Collection in Alexandria, VA**, just after the Policy & Issues Forum (P&I). If you do not attend these trainings you may not successfully complete the Institute. Registration for the larger NACHC conferences mentioned above is a separate process and expense from the Institute registration fee. All travel expenses and accommodations related to the Institute are your responsibility and are not included in the registration fee.

\_\_\_\_\_ I will actively participate in the CEO Leadership Institute Online Community on a weekly basis.

\_\_\_\_\_ I will prepare for and actively participate in each of the scheduled webinars/conference calls throughout the eight month Institute (two - three per month). If you do not attend at least 3/4ths of these activities, you may not successfully complete the Institute.

\_\_\_\_\_ I will actively engage with my assigned mentor group throughout the Institute.

\_\_\_\_\_ **I have received the endorsement and support of my Board of Directors to participate in ALL aspects of this learning opportunity, including travel commitments for the required in-person training sessions.**

If you cannot agree to **ALL FIVE** conditions above, please explain:

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8. Do you have any food allergies or dietary restrictions? If yes, please explain. \_\_\_\_\_

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Please type in your name as your e-signature \_\_\_\_\_

Return this completed form via email to: [trainings@nachc.org](mailto:trainings@nachc.org).  
Please indicate **NACHC CEO INSTITUTE APPLICATION** in the subject line

**OR**

Return the completed form via fax to: (301) 347-0459, Attention Gerrard Jolly

You will receive notification of your acceptance in the course and payment instructions within one week.

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