

2016

Practical Art of Health Center Finance

(formerly FOM I)



OFFERED BY:



NATIONAL ASSOCIATION OF
Community Health Centers



NATIONAL ASSOCIATION OF
Community Health Centers

This program has been recommended for 20 CPE credits in the "Specialized Knowledge and Applications" Category

2016 TRAINING

Practical Art of Health Center Finance

NACHC is pleased to offer the Practical Art of Health Center Finance Seminar (formerly FOM I).

This seminar is designed to provide CEOs, CFOs and COOs with an orientation to financial management, accounting principles, and terminology unique to health centers as well as an in-depth focus on managing the 330 grant including the elements of the scope of services, budgeting, and reporting.

Learning Objectives

By the end of this 2½-day training, the participants will be able to:

- Understand how to implement effective systems in the finance department for timely and accurate reporting of information
- Explain the five elements of the 330 scope of service and how they influence health center finance and operations
- Distinguish between approaches to developing an operational budget
- Describe the key drivers of profitability in a health center
- Identify the critical elements to accurately complete the Federal Financial FFR SF 425 and the Medicare Cost Report

Presenters:

Jeffrey E. Allen, CPA, Partner, BKD, LLP, Springfield, MO

Curt Degenfelder, Curt Degenfelder Consulting, Inc., Los Angeles, CA

David Fields, BKD, LLP, Springfield, MO

Nashville, TN
September 14-16, 2016

Embassy Suites by Hilton Nashville at Vanderbilt

1811 Broadway

Nashville, TN 37203

Telephone: 615-320-8899

Room Rates: \$199/night/single/double

Hotel Reservation Cutoff Date: August 23, 2016

NACHC has negotiated a discounted rate of \$199 a night which will be honored until August 23, 2016 or until the block has sold out, whichever occurs first.

ACCOUNTING PROFESSIONALS (CPE)

The National Association of Community Health Centers, Inc. (NACHC) is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.learningmarket.org. (Sponsor #108392)

*Pricing Information

- Early Bird Registration Fee: \$475 if received by August 31, 2016
- Regular and On-Site Registration Fee: \$550 if received after August 31, 2016

*Registration Fee includes continental breakfast, lunch, and snacks for morning and afternoon breaks.

Registration Cutoff Date (Last day to register online): September 7, 2016

To register online, visit: www.nachc.com and click on Training & Technical Assistance/Financial/Operations Management/Practical Art of Health Center Finance Training.

For questions, contact Elizabeth Zepko at ezepko@nachc.org or call (301) 347-0400.

Practical Art of Health Center Finance

Agenda

LEVEL I COURSE—GROUP LIVE

Day One

7:30am – 8:30am Registration & Continental Breakfast

8:30am – 10:00am Introduction to Health Center Financial Management

This session will cover the history of health centers, including relevant financial issues. Specific focus will be placed on the benefits, requirements, and operating issues that are unique to health centers.

Speaker: Curt Degenfelder, Curt Degenfelder Consulting, Inc., Los Angeles, CA

10:00am – 10:15am Break

10:30am – 12:30pm Operating a Health Center Finance Department

The day-to-day supervision of a health center Finance Department requires certain systems to ensure that daily, weekly, and monthly reporting information is available. This session will focus on developing accounting systems and generating reports.

Speaker: Jeffrey E. Allen, CPA, Partner, BKD, LLP, Springfield, MO

12:30pm – 1:30pm Lunch (provided)

1:30pm – 3:00pm Health Center Scope of Service: 330 Grant, Medicare, Medicaid

This session will focus on the five elements of the 330 scope of service – sites, services, providers, service area and target population – and how they influence health center finance and operations. We will also compare the Medicaid and Medicare scopes and the implications on health center changes in scope and reimbursement.

Speaker: Curt Degenfelder, Curt Degenfelder Consulting, Inc., Los Angeles, CA

3:00pm – 3:15pm Break

3:15pm – 5:00pm Federal Grants Management

This session will address some of the key elements in the grant application process and many aspects of the changes brought about because of PIN 2013-01. Participants will also learn a few best practices and recommendations for how to avoid common mistakes during the budgeting process. Discussion will include guidance on how to account for budgeting when a health center is receiving supplemental funding opportunities, i.e., expanded services/capacity, behavioral health integration, etc., and the impact of this funding on quarterly and annual reporting, specifically the Federal Financial Reports to be filed in the Electronic Handbook and Payment Management System. The goal of this session, is to help health center financial staff understand the budgeting and reporting processes for Health Centers from start to finish and what HRSA / OIG / Financial Statement Auditors will be looking for when reviewing the financial records of a Health Center.

Speaker: David Fields, BKD, LLP, Springfield, MO

Day Two

- 8:00am – 8:30am** **Registration & Continental Breakfast**
- 8:30 am – 10:00 am** **Federal Grants Management (cont.)**
- 10:00am – 10:15am** **Break**
- 10:15am – 12:30pm** **Budgeting & Profitability Within Health Centers**
Health centers need to have positive bottom lines to fund growth and development. This session will show the link between budgeting and profitability and identify key drivers of the health center's bottom line.
Speaker: Curt Degenfelder, Curt Degenfelder Consulting, Inc., Los Angeles, CA
- 12:30pm – 1:30pm** **Lunch (provided)**
- 1:30 pm – 3:00 pm** **Federal Grants Management (cont.) including Preparation of the Federal Financial Report (FFR)**
In addition to step by step instruction on how to fill out and file the Federal Financial Report (FFR Form 425), this session also provides an outline that includes an understanding of its purpose and guidance on the information collected on the FFR form.
Speaker: David Fields, BKD, LLP, Springfield, MO
- 3:00pm – 3:15pm** **Break**
- 3:15 pm – 4:00 pm** **Preparation of Federal Financial Report (cont.)**
- 4:00 pm – 5:00 pm** **Q&A/Wrap-up**

Day Three

- 8:00am – 8:30am** **Registration & Continental Breakfast**
- 8:30am – 10:30am** **Understanding Reimbursement in Health Centers including Medicare Cost Reporting**
There are unique aspects to how health centers must bill and receive payment for the services they provide. Explanations of how reimbursement for Medicare, Medicaid, sliding fee scales, and other revenue streams operate are discussed. This session will also cover Medicare cost reporting including discussion on patient visits, reclassifications and adjustments, and the draft of the new Medicare Cost Report form.
Speaker: Jeffrey E. Allen, CPA, Partner, BKD, LLP, Springfield, MO
- 10:30am – 10:45am** **Break**
- 10:45am – 12:00pm** **Understanding Reimbursement in Health Centers including Medicare Cost Reporting (cont.)**
- 12:00pm** **Adjourn – lunch will not be provided**

REGISTRATION FORM

Practical Art of Health Center Finance (formerly FOM I)

PARTICIPANT INFORMATION

Name _____

Title _____

Email _____

Organization _____

Address _____

City, State _____ Zip _____

Phone (_____) _____ Fax (_____) _____

Dietary Needs (ex. Kosher, Vegetarian, Food Allergies, etc.) _____

COST INFORMATION*

Practical Art of Health Center Finance (formerly FOM I)

Early Bird Registration \$475 per person
(if received by August 31, 2016) \$ _____

Regular and On-Site Registration \$550 per person
(if received after August 31, 2016) \$ _____

*Includes continental breakfast, lunch, and snacks for morning and afternoon breaks.

PAYMENT INFORMATION (Payment MUST be received with registration form.)

Check (payable to NACHC) MasterCard Visa American Express

Total amount enclosed \$ _____

Card Number _____ Expiration Date _____

Print name as it appears on credit card _____

Cardholder's signature _____

Note: Registration is not final until NACHC confirmation is received. This may take up to two weeks from NACHC's receipt of REGISTRATION FORM. DO NOT mail or fax your forms after August 24, 2016.



Practical Art of Health Center Finance (formerly FOM I)

September 14-16, 2016

Embassy Suites by Hilton
Nashville at Vanderbilt
1811 Broadway
Nashville, TN 37203
Telephone: 615-320-8899

Three Ways To Register:



ELECTRONICALLY

Find this registration form on line at www.nachc.com. You may register automatically with a credit card or you may print the form and mail it with your check.



MAIL

Mail Registration to:
NACHC Meetings/Acct. Dept.
7501 Wisconsin Avenue
Suite 1100W
Bethesda, MD 20814



FAX

Send registration form with credit card information to (301) 347-0457. **Registration forms will not be processed without payment.**

NACHC CANCELLATION POLICY: All Cancellations must be in writing and must be received at NACHC on/before September 7, 2016.

- Cancellations received on/before September 7, 2016 will be assessed a \$100 processing fee.
- Cancellations received after September 7, 2016 are not refundable.
- Cancellations after the conclusion of the training are non-refundable.
- Substitutions are encouraged.
- "No Shows" are non-refundable.

To cancel your reservation, please send a request in writing to Elizabeth Zepko at ezepko@nachc.org