

OFFERED BY:



NATIONAL ASSOCIATION OF
Community Health Centers®



Introduction to Community Health Center Finance

Introduction to Community Health Center Finance

This program has been recommended for 11 CPE and 9.25 CEU in the “Specialized Knowledge” category.

Delivery Method: Group
Internet-Based

Prerequisites and or PreWork:
None

Program Level: Basic

Duration of Training: 2 days

NACHC is pleased to offer the Introduction to Community Health Center Finance Seminar.

This seminar is designed to provide CEOs, CFOs, COOs, Controllers, Finance managers and accountants 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, and reporting.

Learning Objectives:

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

- Understand the requirements of 330 grants management.
- 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.

Presenters:

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

Jeff E. Allen, CPA, *Partner, BKD, LLP, Springfield, MO*

David Fields, CPA, CMA, CFM, *Partner, BKD, LLP, Springfield, MO*

Catherine Gilpin, CPA, *Director, BKD LLP Springfield, MO*

Introduction to Health Center Finance Seminar

Virtual Only • November 30, and December 1, 2021

Please note: This event will take place LIVE in Central Time (CT). To obtain credits and your certificate, you MUST take part in the live version of the event.

Experience the online virtual platform, as well as NACHC’s Online Resource Library, at: conferences.nachc.org

Login using your credentials (use the ‘Forgot Password’ function if unsure of your password), or reach out to our team at trainings@nachc.org to get login assistance.

*Pricing Information

- Early Bird Registration Fee: \$675 if registration received *by* November 16, 2021
- Regular Registration Fee: \$775 if registration received *after* November 16, 2021

Registration cutoff date (Last day to register online): November 24, 2021

To register online for these seminars, visit: www.nachc.org and click Trainings & Events.

For questions or comments, contact
trainings@nachc.org or 301-347-0400.

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.nasbregistry.org. (Sponsor #108392)

Training Information

Who Should Attend?

We suggest that **Health Center C-Suite Leaders, Managers, and Board Members** attend this regional training.

Virtual Learning Platform Information

Check out the virtual training platform, as well as NACHC's Online Resource Library, at:

conferences.nachc.org

Login to the virtual training platform using the credentials you used to register for this training. Use the 'Forgot Password' function if unsure of your password, or reach out to our team at trainings@nachc.org to get login assistance.

On the virtual training platform, you can download certificates and take evaluations for your online virtual training experiences, as well as access virtual training recordings within 3 weeks after the training.

All materials will be available for download on the [NACHC online virtual platform](#) one week prior to the event. It will be your responsibility to download these materials to your electronic device and/or print copies if you would like to have them available in paper form. You can access course materials on the event page under "Handouts".

Should you have any other questions about the virtual training platform, such as how to access credits or the recordings, how to take the training evaluation or get your virtual experience certificate, please click on the blue "Live Support" button on the bottom right hand of the screen, or reach out the virtual experience team at the contact below.

NACHC Online Support and Virtual Experience Team: support@digitellinc.com

The screenshot shows the NACHC Online Library interface. At the top, there's a header with 'Upcoming Events' and 'My Account' (circled in red). Below the header is the NACHC logo and 'Online Library'. A search bar is present. The main content area says 'Welcome, EMILY DEMENT!'. On the left, a navigation menu includes 'My Account', 'Recently Viewed Sessions', 'Live Events' (circled in red), 'Physical Events', 'My Regional Trainings', and 'My Transcript'. On the right, there's a section titled 'What can you do from the My Account page?' with a list of actions: 'View live streams you are registered for', 'View all content you own', 'View and print receipts from your past orders', and 'Edit your information or change your password'. Below this, there's a 'Live Support' button (circled in red) at the bottom right.

Credits, Certificates, and Evaluation

Please note: This event will take place LIVE in Central Daylight Time (CDT). To obtain credits and your certificate, you MUST take part in the live version of the event and complete an event evaluation.

Throughout the live event, there will be randomized attention checks to ensure you are paying attention. These attention checks are required by the accrediting bodies. Please make sure you are paying attention so you can pass the required number of attention checks!

Please also ensure you are posing comments, asking questions, and engaging throughout the virtual experience so you can get the most out of it. Engagement on the virtual training platform is the best way to network, absorb the content, and learn how to apply the content to your own specific situation or questions.

After the virtual training, you must complete the training evaluation within the virtual training platform. First, go to the event page and click "Review Event" for this training. Next, go to the "Evaluations and Certificates" tab on the left side of the screen, where you will find the blue "Take Evaluation" button. After completing the evaluation survey, the blue button will change from "Take Evaluation" to "Print Certificate". Click that "Print Certificate" button to automatically get your certificate!

Should you encounter any issues, please click the "Live Support" blue button on the bottom right hand side of the screen, or reach out to the Virtual Experience Team at the contact info below to get your questions answered.

NACHC Online Support and Virtual Experience Team: support@digitellinc.com

The screenshot shows the NACHC virtual training platform interface during an event. At the top, there's a banner for 'HEALTH CENTER FINANCIAL OPERATIONS MANAGEMENT SEMINAR'. Below the banner is a navigation menu on the left with 'Event Summary', 'Watch Archives', 'Handouts', 'Evaluations and Certificates' (circled in red), and 'Technical Support'. The main content area shows 'Preferred Timezone' set to 'Eastern'. Below that, there's a 'Training Evaluation' section for 'Friday, February 28, 2020' with a 'Print Certificate' button (circled in red) and a 'Review Answers' button. At the bottom right, there's a 'Live Support' button (circled in red).

Unless otherwise noted, all projects listed are supported by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) as part of an award totaling \$6,625,000 with individually noted percentage financed with non-governmental sources. The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement, by HRSA, HHS, or the U.S. Government. For more information, please visit [HRSA.gov](https://www.hrsa.gov).

INTRODUCTION TO HEALTH CENTER FINANCE—GROUP INTERNET-BASED

Day One: November 30, 2021 virtual LIVE in Central Time (CT)

11:00 am–12:30 pm	Introduction to Community Health Finance <p>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.</p> <p><i>Curt Degenfelder, Curt Degenfelder Consulting</i> 1.8 CPE/1.5 CEU</p>
12:30 pm–12:45 pm	Break
12:45 pm–2:00 pm	Operating a CHC Finance Department <p>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.</p> <p><i>Jeffrey Allen, BKD</i> 1.5 CPE/1.25 CEU</p>
2:00 pm–2:30 pm	Break
2:30 pm–3:30 pm	Operating a CHC Finance Department (cont.) <p>1.2 CPE/1.0 CEU</p>
3:30 pm–3:45 pm	Break
3:45 pm–5:00 pm	Introduction to Federal Grants Management <p>This session addresses key elements of the grant application process in addition to changes resulting from HRSA's Compliance Manual Chapter 17: Budget. Additionally, participants discover best practices and recommendations to avoid common mistakes during the budgeting process. Discussion will include guidance on accounting for: budgeting, behavioral health integration, and the impact of each on quarterly and annual reporting, specifically the Federal Financial Reports to be filed in the Electronic Handbook and Payment Management System.</p> <p>The goal of this session is to help health center financial staff understand the health center budgeting and reporting processes and gain insight into the information HRSA / OIG / Financial Statement Auditors seek when reviewing a health center's financial records.</p> <p><i>David Fields, BKD</i> 1.5 CPE/1.25 CEU</p>

Day Two: December 1, 2021 virtual LIVE in Central Time (CT)

11:00 am–12:30 pm	Federal Grant Management (cont.) <p>1.8 CPE/1.5 CEU</p>
12:30 pm–12:45 pm	Break
12:45 pm–2:15 pm	Health Center Scope of Project <p>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 of service and the implications on health center changes in scope and reimbursement.</p> <p><i>Curt Degenfelder, Curt Degenfelder Consulting</i> 1.8 CPE/1.5 CEU</p>
2:15 pm–2:45 pm	Break
2:45 pm–4:00 pm	Addressing the Elephant in the Room COVID <p>Details of topic will be released in January 2021.</p> <p>1.5 CPE/1.25 CEU</p>

Note: Topics and presenters are subject to change as of 9/1/2021

REGISTRATION FORM

Introduction to Health Center Finance



PARTICIPANT INFORMATION

Name _____

Title _____

Email _____

Organization _____

Address _____

City, State _____ Zip _____

Phone (_____) _____ Fax (_____) _____

COST INFORMATION

Introduction to Health Center Finance

Early Bird Registration	\$675 per person (if received by November 16, 2021)	\$ _____
Regular Registration	\$775 per person (if received after November 16, 2021)	\$ _____

PAYMENT INFORMATION

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 November 16, 2021.

Introduction to Health Center Finance

**November 30 and
December 1, 2021**

Virtual Only

Three Ways To Register:



ELECTRONICALLY

Online registration is available. Go to www.nachc.org Click Trainings, find the date and name of the training and click "register now."



MAIL

Mail Registration to:
NACHC Meetings/Acct. Dept.
7501 Wisconsin Avenue
Suite 1100W
Bethesda, MD 20814
**Mail registration by
November 9, 2021.**



FAX

Send registration form with credit card information to (301) 347-0457. **Fax registration by November 9, 2021.**

NOTE: 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 November 16, 2021.

- Cancellations received on/before November 16, 2021 will be assessed a \$100 processing fee.
- Cancellations received after November 16, 2021 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 trainings@nachc.org.