

REGISTRATION INFORMATION

Name:

Practice Name:

Phone Number:

Email:

Please mail or fax this into MCRH offices as soon as possible as registration is limited.

You may also register online by following this link - [register now](#).

Presenter:

Robin Veltkamp, Vice President of
Medical Practice Compliance and
Consulting Services, Health Services
Associates



Location:

Landmark Inn, Marquette, MI

Date:

June 20th, 2017

Time:

9:00 a.m. - 3:00 p.m.

Lunch will be provided

MICHIGAN CENTER FOR

RURAL HEALTH

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RURAL HEALTH CLINIC PRACTICE MANAGEMENT TRAINING

*Training focusing on the key
aspects related to running a rural
health clinic*

KEY TOPICS INCLUDE:

- RHC COMPLIANCE AND REGULATIONS
 - POLICY AND PROCEDURES
- ANNUAL ADVISORY COMMITTEE MEETING
- BALANCING QUALITY MEASURES IN THE RHC
 - LEADERSHIP 101



Practice Management Training

THIS EFFECTIVE WORKSHOP WILL COVER THE KEY ASPECTS OF RUNNING A RURAL HEALTH CLINIC. THE WORKSHOP WILL BE BROKEN UP INTO THE FOLLOWING TOPICS.

RHC Compliance and Regulations

Participants will:

- Understand the basic Federal RHC Regulations.
- Understand the importance of teaching these regulations to support staff within the RHC.
- Understand the effective monitoring of the regulations within the RHC.

Policy and Procedure

Participants will:

- Understand the core guidelines for effective policy and procedure writing.
- Understand the key elements needed in writing complete and effective policies and procedures.
- Understand how to monitor the effectiveness and relevance of policies and procedures.
- Understand a preliminary review of proposed Emergency Preparedness Policy requirements.

Annual Advisory Committee Meeting

The RHC is required to conduct an annual Advisory Committee Meeting in order to remain in compliance. The purpose of this annual meeting is to review key operational data and provide assessment for the betterment of the clinic.

Participants will:

- Understand the basic Federal RHC Regulations regarding the annual advisory committee.
- Understand the key roles of participants of the annual advisory committee.
- Understand how to best utilize the information gained from the annual advisory committee.

Balancing Quality Measures in the RHC

Participants will:

- Understand the value of participating in quality measurement and quality initiatives
- Understand how to balance RHC productivity while lowering unnecessary use of service in regards to quality.

Team Leadership

Every RHC needs to function with good managerial perspectives. This workshop will review key managerial points and how to implement them into effective patient flow and staff participation.

Participants will:

- Understand the basics of leadership.
- Understand how to effectively motivating staff and building a team.
- Understand the pitfalls leaders can experience.

