



*Date: Thur. April 22<sup>nd</sup>  
& Fri, April 23<sup>rd</sup>, 2010*

*Time: 8:00 a.m.— 4:30 p.m.*

Place: Landfall Country Club  
800 Sun Runner Road  
**Once inside Landfall**, stay straight on Pembroke Jones, Turn left onto Arboretum (you will be on this road for a bit) , Turn left onto Sun Runner Place and The Landfall Club-house will be on your right.

This two-day intensive session will provide survey coordinators with everything they need to know to succeed in their jobs. It will cover Joint Commission and CMS requirements, and teach best practices for survey prep, training, and overall management.

There will be 12.5 Continuing Education Credits available for this program .

Rooms are available at a rate of \$89.00 per night at the Hampton Inn Landfall. Please call them directly to reserve your room by March 18th. 910-256-9600.

**Speaker: Lisa Eddy,  
From HcPro**

# 2010 Accreditation Specialist Boot Camp Registration

To secure your registration for the conference you must complete the information below and fax this form to the number below by March 31, 2010. Please complete a separate form for each participant.

**Fax #910-332-8042**

Please Print Clearly

Name: \_\_\_\_\_

Facility: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Phone Number: \_\_\_\_\_

The **non-refundable** registration fee for the conference is \$300.00 per person.

Payment must be received with your registration by March 31, 2010. Check or money order only; made payable to Coastal Carolinas Health Alliance.

**Coastal  
Carolinas  
Health  
Alliance**

**Cost per person  
\$300.00**

**CSHA Certification:**

Upon completion of the Accreditation Specialist Boot Camp, attendees will have the opportunity to take the Certified Specialist in Healthcare Accreditation (CSHA) exam (optional). This test registration normally cost \$300.00, but you will be eligible to take the exam, which is offered online, at your convenience for only **\$100.00**. A source code will be given after the seminar to the Survey Coordinators. For exam information, visit [www.certifiedaccreditationprofessional.com/exam.cfm](http://www.certifiedaccreditationprofessional.com/exam.cfm)

*Questions or Concerns?*

*Contact person:*

*Angela Clemmons*

*Phone 910-332-8033*

*Fax 910-332-8042*

*[aclemmons@coastalalliance.org](mailto:aclemmons@coastalalliance.org)*



**TO THE GUESTS Coastal Carolinas Health Alliance:**

The Landfall Park Hampton Inn & Suites is delighted to have you as our guest. Guest rooms are being offered at the following special rates:

**Traditional Kings at**                      **\$89.00 weekday rate + 13.75% tax**  
**Traditional Doubles at**                **\$89.00 weekday rate + 13.75% tax**

**To obtain this rate and assure a room, we encourage you to make your reservations by 12:01 AM March 18th, 2010.** After this date reservations will be accepted based on availability and at regular rates. For your convenience, you can make your reservations by calling the hotel directly at **877-256-9600 (toll free)** or **910-256-9600**. Please identify that you are a guest of the **Coastal Carolinas Health Alliance Group**.

The Landfall Park Hampton Inn & Suites offers you:

- **Complimentary Breakfast Buffet**
- **Free High-Speed Internet**
- **Oversized Rocking Chairs overlooking the Courtyard**
- **Kidney Shaped Pool and Gazebo Bar**
- **Exercise Room and Nature Trail**
- **24 Hour "Suite" Shoppe**

We look forward to having you. **Check-in is at 3:00 PM and check-out is at 11:00 AM.** Please let us know if we can assist you in making arrangements.

Sincerely,

The Team Members at Landfall Park Hampton Inn & Suites

**Accreditation Specialist Boot Camp**  
*Sustainable solutions to Accreditation challenges*  
*12.5 Continue Education Credits*

Module 1: Getting Started

- Building a Foundation / Learning the Essentials
- Break
- Creating an Assessment Structure
- Lunch Break

Module 2: Knowledge

- Developing Expertise / Collaborative Relationships
  - Following standard changes
  - Who, how and when to educate
- Break

Module 3: Implementation

- Continuous Survey Readiness Overview and TJC Top Vulnerabilities

Module 3: Implementation

- Plan and Approach to Continuous Readiness
- Being Prepared Prior To, During and Post Survey Day/Time

Module 3: Implementation (continued)

- Ensuring Compliance / Clarification Process
- Break
- Performance Improvement/QAPI
- RFI – Take It or Leave It Group Activity

Objectives:

1. To provide a general understanding of regulatory and accreditation requirements
2. To provide an overview of survey coordinator responsibilities
3. To identify approaches for organizing and assessing readiness and vulnerabilities on a continuous basis
4. To Understand the basics of building compliance into practice
5. To recognize successful techniques for sharing accreditation information across the organization
6. To provide an overview of the requirements for becoming a Certified Specialist in Healthcare Accreditation