Administrator Leadership Course

virtual training series

NURSING HOME

PROGRAM OVERVIEW

This Administrator Leadership Course (ALC) is a part of our overall Leadership Institute designed for newer Licensed Nursing Home Administrators (LNHA). The course will provide five sessions of education to further develop new administrators’ practical skills and tools to effectively and efficiently lead the day to day operations of a Skilled Nursing Facility (SNF). It will provide the opportunity to learn and enhance skills, fine tune existing knowledge, explore value based leadership, and operationally apply the skills and competencies that are needed to be a successful LNHA.

PROGRAM OBJECTIVES

- Identify and enhance the competencies needed to be an effective LNHA
- Articulate the standards of care and scope of practice that guides the variety of health care professionals that work in SNF
- Apply human resource principals into practice
- Prepare for and respond to the federal survey process
- Evaluate current systems to manage Medicare and Medicaid Reimbursement
- Identify key aspects of financial management of a SNF
- Facilitate an effective quality improvement process
- Understand the key elements of an Emergency Preparedness Program

PROGRAM COORDINATORS

Jackie Pappalardi, RN, BSN
Executive Director, Foundation for Quality Care
Jackie is a registered nurse with 40 years of service in the public and private health care delivery system. She has leadership experience working with providers to achieve accreditation, develop and implement emergency management programs, shape facility wide quality improvement practices and foster strong collaborative partnerships.

Lisa Volk, RN, B.P.S., LNHA
Director, Clinical & Quality Services
Lisa has 35+ years of experience in the long-term care setting. She has held roles as Director of Nursing, Administrator and Executive Director. Lisa has extensive knowledge in team building, employee engagement and innovative practices which lead facilities to achieve consistent high-quality outcomes. Member of the AHCA Clinical Committee.

PROGRAM REQUIREMENTS

Applicants must be a Licensed Nursing Home Administrator who has been in practice for 5 years or less or an LNHA wanting to increase their knowledge of the course content offered.

APPLICATION DEADLINE

January 15, 2021

Statement of interest indicating how attending this program will enhance their professional development. – Copy of current NYS LNHA License.

5-DAY PROGRAM

February 4, 2021   |   9:00 am – 12:15 pm
» THE ROLES & RESPONSIBILITY OF A PROFESSIONAL LNHA
  • Identify Leadership Competencies of the LNHA
  • Review Standards of Care and Scope of Practice Issues
  • State and Federal Regulations Guiding Professional Practice in SNF
  • Self Assessment of the Administrative Leader

February 11, 2021   |   9:00 am – 12:15 pm
» REQUIREMENTS & REGULATORY OVERSIGHT
  • Achieving, Measuring, Maintaining Regulatory Compliance
  • Preparing the SNF Team for Survey Requirements and Regulatory Oversight
  • Achieving, Measuring, Maintaining Regulatory Compliance
  • Preparing the SNF Team for Survey
  • Understanding Types / Time Frames of Federal Survey
  • Scope, Severity, Penalties Associated with Deficiencies
  • Preparing Successful Plans of Correction
  • The IDR Process

February 25, 2021   |   9:00 am – 12:15 pm
» FINANCE, REIMBURSEMENT
  • Reimbursement Background
  • Cash Analysis
  • Admissions and Census
  • Staff Management
  • Medicare Systems Management
  • Expedited Reviews
  • Medicaid Reimbursement
  • Medicaid Rates / Audits

March 4, 2021   |   9:00 am – 12:15 pm
» QUALITY IMPROVEMENT SYSTEMS
  • Frameworks for Quality Improvement
  • Root Cause Analysis
  • Quality Indicators / Measures
  • Resident and Staff Satisfaction
  • Payroll Based Journal

March 11, 2021   |   9:00 am – 1:15 pm
» HUMAN RESOURCE MANAGEMENT / EMERGENCY PREPAREDNESS
  • Laws / Requirements Guiding HR Management
  • Organizational Structure / Resource Management
  • Creating and Using the Position Description as an Orientation, Evaluation and Planning Tool
  • Principles of Hiring, Firing and Conducting Disciplinary Actions
  • Workplace Issues such as Discrimination, Sexual Harassment, Substance Abuse, Occupational Hazards
  • Supervision / Coaching / Testing Competencies
  • Review Facility Emergency Planning and Risk Assessment

16 CEUs
NAB Approved

This Course is Designed for Licensed Nursing Home Administrators who have been in Practice for 5 Years or Less or Those Wanting to Increase Their Knowledge of the Course Content Offered.