OVERVIEW
This one-day program is designed to assist hospital providers in understanding the role and structure of Health Standards and what is required for submission of licensing and certification packets. There will be an afternoon of exercises for participants to practice packet completion. You will have an opportunity to ask questions regarding these processes and discuss any proactive measures that can be implemented by your facility.

PROGRAM OBJECTIVES
Upon completion of this program, participants will be able to:

- Define the role and structure of Health Standards Section (HSS) as a state and federal agency;
- Discuss the importance of accurate and timely reporting for the Perspective Payment System (PPS) excluded units (Psychiatric and Rehabilitation) to assure timely approval in the cost-reporting period;
- Discuss the different licensing and certification processes and procedures for:
  - License application and license renewal;
  - Adding, decreasing and changing beds;
  - Relocating beds and adding or eliminating services;
  - Change of ownership and adding or eliminating offsite campuses;
  - Relocating main campuses or offsite campuses;
  - Hospital closures and license deactivation;
  - Hospital DBA or entity name changes;
  - NICUs, PICUs and burn units;
  - Rural health clinics, SNFs swing beds, trauma units and transplant centers;
  - Website links and new internet-based licensing program.

AGENDA
8:30 a.m. – 9:00 a.m. Registration
9:00 a.m. – 9:15 a.m. Introduction/Objectives (Lori Guillory)
9:15 a.m. – 9:45 a.m. Role and Structure of Health Standards (Lori Guillory, Jenny Haines and Debby Franklin)
9:45 a.m. – 10:30 a.m. Licensing Packets, Links and POPs (Lori Guillory, Jenny Haines and Debby Franklin)
10:30 a.m. – 10:45 a.m. Break
10:45 a.m. – 11:30 a.m. Licensing Packets, Links and POPs (Lori Guillory, Jenny Haines and Debby Franklin)
11:30 a.m. – 12:30 p.m. Lunch (Provided)
12:30 p.m. – 1:00 p.m. PPS Excluded Units (Kathleen LeBlanc)
1:00 p.m. – 3:00 p.m. Tabletop Exercise – Packet Completion and Instruction Break
3:00 p.m. – 3:15 p.m. Tabletop Exercise – Packet Completion and Instruction
3:15 p.m. – 3:45 p.m. Tabletop Exercise – Packet Completion and Instruction
3:45 p.m. – 4:00 p.m. Questions and Answers (Panel)
4:00 p.m. – 4:15 p.m. Summary/Evaluations
FACULTY IN ORDER OF PRESENTATION

Lori Guillory, RNC, BSN, BS, has been a registered nurse for more than 21 years with previous nursing and management experience in hospitals and community-based programs. She worked as a title 18 surveyor with Health Standards for five years before moving up to management, first as a Field Office Assistant Manager and the Lead Hospital Program Manager for Health Standards with oversight for licensing and certification actions of hospitals, rural health clinics and federally-qualified health centers.

Jennifer Haines, RN, BSN, has been a nurse for more than 10 years with previous nursing experience in physical rehabilitation. Prior to coming to Health Standards, she worked as a Program Manager with Medicaid. She currently serves as a Program Manager with oversight for licensing and certification actions for hospitals, ambulatory-surgical facilities and abortion clinics.

Deborah Franklin, RN, BSN, has been a nurse for more than 29 years with previous nursing experience in Pediatric and Neonatal Nursing and Nursing Management. She has worked as a surveyor for 10 years for Nursing Homes and Title 18 programs prior to currently serving as Medical Certification Program Manager for licensing, certification actions for hospitals and end-stage renal disease.

Kathleen LeBlanc, RN, has been a registered nurse for more than 45 years with previous nursing and management experience in L&D, and QA and high-risk OB homecare for HHA. She has been employed with Health Standards Section of the Louisiana Department of Health for 20 years providing responsibility with oversight and monitoring of state agency quality assurance, state agency compliance with CMS standards of quality, and of PPS-exempt attestations for psychiatric and rehabilitation units and rehabilitation hospitals.
REGISTRATION
Registrations may be sent via fax to (225) 923-1004. VISA, Master Card, Discover or American Express are accepted. All information is handled through a confidential fax and blotted out before it is forwarded to the registrar. Email confirmations will be sent to all registrants who list an accurate email address.

CANCELLATION POLICY
Cancellations received in writing up to one week prior to a scheduled event will be charged a cancellation fee of $40 (per person, per event). Cancellations received less than one week prior to the scheduled event, or individuals who fail to attend, are non-refundable. Registrants who are unable to attend an LHA educational event are permitted to, and encouraged to send a substitute without incurring a cancellation fee. Please send written notice of any substitutions prior to the scheduled event.

TRANSFER POLICY
If you are unable to attend the program for which you have registered and choose not to send a substitute, you may transfer your registration to another program. The LHA will hold your credit for a period of one year following the start date of the program for which you were originally registered. Transfers must be made in writing prior to the scheduled event, and a $40 transfer fee will be charged.

AMERICANS WITH DISABILITIES ACT
The LHA will make every effort to provide reasonable accommodations for physically-challenged attendees who require special services. When registering, please attach a written description of needs to the application.