Functional Needs Assessment Workshop Offering Announcement

Tuesday, October 30, 2018 from 10 a.m.—2 p.m. (Lunch Provided)

Republic Bank Community Room @ 9600 Brownsboro Road, Louisville, KY

Cost is $60 for the first registrant, $40 for each additional registrant from the same community Or $80 per Attendee (for Non-KSLA Members)

3.0 Continuing Education Units Have Been Applied For / 3.6 Contact Hours Available

Registration Deadline: Thursday, October 25

Workshop Summary

This workshop will explore the Functional Needs Assessment (FNA) as required in the regulations for operating an assisted living community. A FNA Task Force was appointed in 2014, to determine best practices in writing up the FNAs for our residents. Two members of this task force will be the presenters for this workshop. They, along with the other members of the task force, have developed best practices and frequently asked questions for use in completing the FNA and will share them with the group. They'll also share case studies, and conclude with a question and answer session.

Target Audience & Prerequisites

- ♦ Executive Directors, Resident Services Directors, Community Services Directors, Memory Care Directors, Wellness Directors
- ♦ There are no prerequisites for this workshop

Learner Outcomes/Objectives

- ♦ Discuss/learn about DAIL and KSLA concerns related to the FNA
- ♦ Discuss/learn about statutes and regulations related to FNA, including where to find them
- ♦ Discuss/learn about KSLA FNA Best Practices
- ♦ Discuss/learn about the rewards for compliance and the penalties for non-compliance
- ♦ Discuss/learn about the key elements of a quality FNA

Requirements for Successful Completion

- ♦ Active participation in the entire session
- ♦ Completion and return of course evaluation form

Fee & Refund Policy

- ♦ The fee is $60 for the first registrant. The fee lowers to $40 for each additional registrant from the same community (KSLA Members). The fee for non-KSLA members is $80 per registrant. If desired, KSLA will invoice members.
- ♦ Fees are payable via check or credit card, and paid in advance. Completed registration forms and fees should be submitted to KSLA via e-mail to KSLA@KentuckySeniorLiving.org, by fax to 502.805.0589, or by mail to KSLA, 133 Evergreen Road, Suite 212, Louisville, KY 40243 by Thursday, October 25, 2018.
- ♦ To receive a refund, the registrant must notify KSLA in writing (via e-mail or U.S. mail) of his/her inability to attend the workshop no less than five business days prior to the workshop. KSLA will refund the registrant's entire fee via check within two weeks of this notification.

Functional Needs Assessment Workshop Offering Announcement

Tuesday, October 30, 2018 from 10 a.m.—2 p.m. (Lunch Provided)

Republic Bank Community Room @ 9600 Brownsboro Road, Louisville, KY

Registration Deadline: Thursday, October 25

Your Presenters

- ♦ Michael Berg - Executive Director, Magnolia Springs, Lexington
- ♦ Susan Matherly - Executive Director, McDowell Place of Danville
- ♦ Other presenters may participate, as well

Teaching Methods

This team of presenters will lead the interactive training session in a classroom setting, with tables and chairs. They will speak from the front of the room and will utilize Powerpoint during instruction. They will provide printed handouts to session participants for informational and note-taking purposes. Case studies will be discussed.

The workshop will begin at 10 a.m. There will be a one-hour break from noon - 1 p.m., during which time, lunch will be provided. The workshop will resume at 1 p.m. and conclude at 2 p.m.

Other Notes

- ♦ Registration deadline is Thursday, October 25, 2018
- ♦ Please advise KSLA of any dietary restrictions on your registration form.
- ♦ **KSLA will invoice its Members.** Non-members should send their payment information to KSLA with their completed registration form.
- ♦ Return your completed registration form to KSLA via:
  - ◊ E-mail: KSLA@KentuckySeniorLiving.org
  - ◊ Mail: Kentucky Senior Living Association (KSLA) - 133 Evergreen Road, Suite 212 - Louisville, KY 40243
  - ◊ Fax: 502.805.0589
- ♦ Questions? Contact KSLA at 502.938.5102

Functional Needs Assessment Workshop Offering Announcement

Tuesday, October 30, 2018 from 10 a.m.—2 p.m. (Lunch Provided)

Republic Bank Community Room @ 9600 Brownsboro Road, Louisville, KY

Registration Deadline: Thursday, October 25

Driving Directions to Republic Bank Building @ 9600 Brownsboro Road, Louisville, KY

From I-65 or I-64

Take the Gene Snyder Freeway East Bound (I-265) to Exit 33, KY 22/Brownsboro Road. Take exit to stop light, turn left, go through traffic signal, Republic Bank & Trust Co. is on your left. Turn left and park in their parking lot. Proceed to the lower level of the building to the community meeting rooms.

From I-71

Take the Gene Snyder Freeway West Bound (I-265) to Exit 33, KY 22/Brownsboro Road. Take exit to stop light, turn right, Republic Bank & Trust Co. is on your left. Turn left and park in their parking lot. Proceed to the lower level of the building to the community meeting rooms.

Functional Needs Assessment Workshop Registration & Payment Form

Please send this completed form to KSLA, 133 Evergreen Road, Suite 212, Louisville, KY 40243
Or
KSLA@KentuckySeniorLiving.org

If desired, KSLA will invoice Members. We will send all registrants a payment receipt.

Community Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **E-Mail:** _____

Registrant Name	Title	Dietary Restrictions	Mbr Cost	NonMbr Cost
#1 _____	_____	_____	$60	$80
#2 _____	_____	_____	$40	$80
#3 _____	_____	_____	$40	$80
#4 _____	_____	_____	$40	$80
#5 _____	_____	_____	$40	$80

Payment Option: ❑ **Invoice** ❑ **Check** ❑ **Visa** ❑ **Master Card** ❑ **AmX** ❑ **Discover** **Total Due:** ____

Credit Card Number: _____

Expiration Date: _____ **3 Digit Code on Back of Card:** _____

Name on Card: _____

Credit Card Billing Address (if different from above): _____

City: _____ **State:** _____ **Zip:** _____