



November 11-14, 2024

K-State Olathe Campus  
22201 W. Innovation Drive  
Olathe, KS 66061

Created specifically for Directors of Nursing  
in Long Term Care Skilled Nursing Facilities

Presented By:





## Director of Nursing BOOT CAMP



***This program has been specifically created for Nurses that are new to the Director of Nursing Position, RN's with the potential for serving in the DON position and nurse managers in Long Term Care/Skilled nursing facilities. We've collected input from Nurses that have attended in the last few years and have incorporated new and additional topics. Great for new DON's and for those that want a refresher. Register early to assure you have a seat for the KHCA and LICA MedMan DON Boot Camp!***

### ***Fees and Registration:***

Register at [www.khca.org](http://www.khca.org) and click on education. Please call or email KHCA/KCAL at 785-267-6003 [khca@khca.org](mailto:khca@khca.org) with questions regarding this class.

### **Early Bird Registration available until end of day Oct 25, 2024:**

|                         |                         |
|-------------------------|-------------------------|
| <b>KHCA/KCAL Member</b> | <b>\$321 per person</b> |
| <b>Non-Member</b>       | <b>\$385 per person</b> |

### **After October 25, 2024**

|                         |                         |
|-------------------------|-------------------------|
| <b>KHCA/KCAL Member</b> | <b>\$385 per person</b> |
| <b>Non-Member</b>       | <b>\$449 per person</b> |

The course registration fee includes continuing education certificates, access to handouts electronically and lunch on days 1-3 thanks to fantastic sponsors. Passwords for access will be provided on day 1 of class. Coffee and snacks will be included daily as well.

**KHCA/KCAL members have the benefit to be invoiced for the cost of the course. Continuing education certificates will not be issued on unpaid invoices. Payment via Credit Card is available as well. Registration can be found at [www.khca.org](http://www.khca.org)**

### ***Cancellations Policy***

When written notice is received at least 5 days prior to the course/event a refund will be given minus an administrative fee of 25% unless otherwise noted. Attendee substitutions are permitted.

Cancellations made within 48 hours of the in-person event will NOT receive a refund. An attendee substitution is recommended.

### ***Dress: Please Bring a Sweater or Jacket.***

Participants are encouraged to dress comfortably - casual attire is appropriate. We recommend that participants dress in layers, as room temperatures at facilities vary. Provided nametag should be worn for the entire course. KHCA/KCAL and LICAMedman will make reasonable efforts to make our events accessible to persons with disabilities. *To request accommodations relating to a disability, please contact us at 785-267-6003 at least ten days prior to the event.*

### ***Recording & Cell Phones***

Material presented at this education program is the property of the speakers, Kansas Health Care Association/Kansas Center for Assisted Living and LICA MedMan. Therefore, recording the program is not allowed. KHCA/KCAL also asks that all cellular phones be turned to silent during education programs.

Because of the complexity of topics and variety of presenters adjustments may be made to agenda timing. A detailed agenda will be emailed to attendees approximately one week before the start of the class. Please make sure to provide a valid email when registering.

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# AGENDA AND TOPICS

## Monday, November 11, 2024:

8:00am Registration Begins  
8:15am Class begins  
12:10 Lunch provided  
4:15pm Wrap up for the day

**DON Boot Camp will be broken out into 6 Segments:**

**Segment 1: Roles and Responsibilities of the DON**

## Tuesday, November 12, 2024:

8:00am Registration Begins  
8:30am Class begins  
12:15 Lunch provided  
4:30pm Wrap up for the day

**Segment 2: Clinical Excellence**

**Segment 3: The Regulatory and Survey Process**

**Segment 4: Leading Clinical Improvement**

## Wednesday, November 13, 2024:

8:00am Registration Begins  
8:30am Class begins  
11:50 Lunch provided  
4:00pm Wrap up for the day

**Segment 5: Staffing and Human Resource Management**

**Segment 6: Overview of the Business Operations of the Nursing Department**

## Thursday November 14, 2024:

8:00am Registration Begins  
8:30am Class begins  
12:00 Final Q & A/Departures

**Hotel Information:** A room block is being held at The Holiday Inn Express Olathe West. Rooms can be reserved at \$130 per night (includes breakfast, parking and wifi). Please make reservations by October 20, 2024 to guarantee this rate. After October 20th this rate may not be available.

[11.10.24 KHCA Booking Link](#)

**Holiday Inn Express Olathe West**

10360 S. Ridgeway Rd  
Olathe, KS 66061

A detailed agenda will be e-mailed to each participant prior to the first day of class. Please make sure to use a valid email address when registering.

\*Lunch start and end times may vary

**\*\*BRING THESE ITEMS WITH YOU\*\***

*COMPUTER or electronic device to view handouts*

*NOTEBOOK*

*PEN, PAPER AND HIGHLIGHTER*

**Paper handouts will not be supplied.** All Handouts will be provided electronically. Passwords to handouts will be provided on day 1 of the workshop.

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Register online by going to  
www.khca.org and clicking “Education”  
**November 11-14, 2024**  
**K-State Olathe Campus**  
**Auditorium**  
**22201 W. Innovation Drive**  
**Olathe, KS 66061**

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Olathe, KS 66061

**Continuing Education Credit**

**Nurses:** The Kansas Health Care Association is an approved provider of continuing nursing education by the Kansas State Board of Nursing. This course offering is approved for **twenty five (25.0) contact hours** applicable for RN and LPN relicensure. Kansas State Board of Nursing Approved Provider Number: LT0030-0338.

**Administrators:** This course is approved for **twenty five (25.0)** continuing education credit hours for adult care home Administrators who attend the entire course. Approval by KDADS Health Occupations Credentialing approved sponsorship number LTS-A0001.

**Operators:** This course is approved for **twenty five (25.0)** continuing education credit hours for adult care home Operators who attend the entire course. Operators will be granted **25.0** hours in the core area of **Administration** and by the Kansas Department of Aging and Disability Services. KDADS Health Occupations Credentialing approved sponsorship number LTS-A0001.

**Social Workers:** The Kansas Health Care Association is approved as a provider of continuing education by the Kansas Behavioral Sciences Board. This offering is approved for **twenty five (25.0)** continuing education hours. Approval KSBBSB 17-006