

# CAPITAL MEDICAL SOCIETY LUNCH & LEARN

Fall 2011

Capital Health Plan, 1491 Governors Square Boulevard

## A Seminar Series offered by The Capital Medical Society.

For physician office staff (clinical and non clinical), practice administrators, office managers and business office managers. CMS member offices only! Please join us this Fall for a monthly luncheon series with topics that are designed especially for physician office staff – providing you with useful and current information to enhance your daily work life!

### September 14, 2011 – Changes on the Healthcare Horizon – Stay ahead of the Curve

Federal and state legislation are bringing huge changes to healthcare delivery. Attend this seminar and learn what to expect, when to expect it and how to be prepared. We will cover topics from Accountable Care Organizations to EHR and meaningful use, to prescribing controlled substances to Medicaid requirements for fingerprinting providers.

Speaker: Linda McMullen, Chief Strategy Officer, Florida Medical Association

Sponsor: Office Environments / Commercial Furnishings: Marietta Graham

### October 12, 2011 – Slow to Hire & Quick to Fire

Handling HR issues can be a challenge. Maybe the trickiest and most important process is hiring the right employee for your practice. Then, what do you do if you know it is *not* working out? Come learn from a legal expert.

Speaker: Bill Krizner, Esq. The Krizner Group – Employment Law

Sponsor: PSS World Medical: Steve Williams

### November 9, 2011 – Good Documentation /Bad Documentation

Ever hear the words, “if it isn’t documented, it didn’t happen”? Proper documentation is clinically and financially crucial to a successful practice. Come learn the key points to convey to your physicians and staff in your practice.

Speaker: Sandra Strickland, R.N., MSN, CPHRM

Risk Management Consultant with FPIC

Sponsor: James Moore & Co., CPA's and Consultants: Ron Mason, Jr.

**Time:** 12 Noon to 1:30 pm (seminars start at 12:30 pm)

**Place:** CHP Auditorium, 2<sup>nd</sup> Floor - 1491 Governors Square Boulevard

\$10 per seminar, per person. You can RSVP for all seminars, or one at a time! For more information, call Rosalie at 877-9018

**Registration Form (please print): Seating is limited, you must pre-register. Reservation must include payment.**

Name/Office/Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

#### Please register me for (check all that apply):

September 14, 2011 – Changes on the Healthcare Horizon – Stay ahead of the Curve

October 12, 2011 – Slow to Hire & Quick to Fire

November 9, 2011 – Good Documentation /Bad Documentation

Enclosed please find my check in the amount of \$ \_\_\_\_\_



Please mail registration form and your check to:

Capital Medical Society, 1204 Miccosukee Road, Tallahassee, FL 32308 (850) 877-9018