

Documentation & Evaluation Program Three Days Training plus New Software

Activity programs are essential to long term care, representing a key reference point in terms of quality care within a home. An effective yet manageable documentation and evaluation program is crucial to legitimizing the value of programs, both in terms of specific resident outcomes, and the impact of the program on overall care.

This three-day training program provides activity managers and staff with the background, understanding and computerized software required to exceed current mandated documentation and evaluation standards, and establish professional benchmarks for the future.

The key focal points are:

- x Computerized tracking, assessment and documentation
- x Overall Program review and evaluation
- x Resident assessments by month, quarter or year
- x Balancing program domains to meet resident needs
- x Adapting programs to resident abilities & needs
- x Establishing measurement criteria and benchmarks

Format

This is a hands-on, experiential program. Participants initially assess and evaluate their programs, and then map out new programming strategies. The focus then shifts to the new ActivityPro computerized software, complete with documentation and assessment tools. The software streamlines tasks while enhancing the level, degree and quality of resident and program assessment. ActivityPro is user friendly, and in no time the activity department will be generating professional assessments in less time than it takes to complete rudimentary tick sheets, or basic resident active/passive designations. That’s why we call it The Most Dynamic “Doable” Documentation.

Participants conduct practicum assignments during sessions, using and refining new materials and processes ready for use back in the home. By the end of the program, participants will be able to fully implement comprehensive resident, activity and department-wide assessments.

Target Participants

The ideal target groups are activity supervisors and staff from each home. Working together, everyone from the home recognizes the value of the process, generating greater “buy-in” and commitment to the documentation and evaluation program.

BONUS!

Each participating home receives a copy of ActivityPro Software Program, including customized home-specific identification for streamlined professional assessment & documentation.



Check www.ActivityPro.net for more details.

Program Overview

Day One	Day Two	Day Three
Determining the Criteria: Activity & Program Enhancement	Individualized Programming : Helping Residents Succeed	Behavioural Assessment: Way Beyond the “Tick”
<ul style="list-style-type: none"> x Formulating fundamental program assessment criteria x Establishing current programming strengths and gaps x Identifying new strategies – activity level and overall program 	<ul style="list-style-type: none"> x Establishing activity behavioural assessment criteria x Individualized programming through modified expectations x Mapping specific activity behavioural criteria by domain 	<ul style="list-style-type: none"> x Measuring and recording resident activity levels x Implementing a realistic documentation plan x Integration of data and results in the health care team

COMMERCIAL MEMBER OF:





Presenter Profile

Ron Martyn has over thirty years of experience as a recreationist, manager, trainer and consultant to the LTC field. Ron brings reality and theory together for an immediate and positive impact on every activity program.

Important Fine Print!!!

In recognition of the diversity of participant backgrounds, the program accommodates all levels of activity staff, regardless of backgrounds and experience.

Bring your most recent monthly calendars, and any current documentation, tracking, recording, etc. forms for use during the first day, and to share with others.

Participants are authorized to reproduce all handout materials for use within their home facility. Handout materials are distributed in hard copy format, with forms and calculation spreadsheets also provided on disk. The ActivityPro® Program is licensed and “branded” to the home sponsoring the participant(s), and must remain in the possession of the original sponsoring facility.

Software Options: Licenses may be purchased for multiple users/stations at a cost of \$50.00 each. This allows more than one person to access the ActivityPro program at the same time.

ActivityPro Documentation & Evaluation Program				
Dates and Location				
	Fredericton, New Brunswick			
DAY 1	June 9, 2008			
DAY 2	June 10, 2008			
DAY 3	June 11, 2008			
Location	York Manor Inc. 100 Sunset Drive, Fredericton, NB			
Directions	From the west (via Clements Dr / Hwy-105) : Turn right onto Sunset Drive From the east (via Clements Dr / Hwy -105) : Take ramp right for Hwy-620 / Royal Rd / Rte-620 / Ch Royal toward Stanley / Main St / Rue Main. Turn left onto Hwy-620 / Royal Rd. Turn Right onto Sunset Drive.			
Schedule		Program Registration Details		
DAY 1 – 9: 30 AM – 4:30 PM (Registration / Refreshments)	Participants #	Fee \$	G.S.T (5%)	Total
	1st (Basic Software Incl.)	\$600.00	\$30.00	\$630.00
	Multiple Users/stations	\$ 50.00 ea.	\$2.50	\$ 52.50 each
	Plus 1 or 2 more participants	\$400.00 ea.	\$20.00	\$420.00 each
	Plus 3 or 4 more participants	\$375.00 ea.	\$18.75	\$393.75 each
DAY 2 – 9: 00 AM – 4:00 PM	Plus 5 or more participants	\$350.00 ea.	\$17.50	\$367.50 each
	DAY 3 – 9: 00 AM – 2:30 PM			

Registrant names must be submitted at one time for home(s) discounts.

Silver Meridian reserves the right to cancel due to insufficient registration.

Tuition fee includes manual, handouts, software, refreshment breaks, lunches and participation certificates upon program completion.

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ActivityPro Documentation & Evaluation Program 2008 Registration

4 WAYS TO REGISTER

By Phone: 905-433-0040 **By Fax:** 905-433-0051 **By Email:** kritchie@silver-meridian.com

By Mail: Silver Meridian, 1621 McEwen Dr., Suite 28, Whitby, ON L1N 9A5

If an invoice or receipt is required, please indicate on form at the time of registration.

If registering within 10 days of the start of the program, please phone to confirm seat(s).

Name(s) Please Print	Facility	Position	Seminar Location
			YORK MANOR INC.

Facility: _____

Organization : (if applicable) _____

Registrant names must be submitted at one time for home(s) discounts.

Address: _____

Fees: (G.S.T already included)

1st Participant @ \$ 600.00 + GST = \$ 630.00

Multiple Users @ \$52.50 ea. _____ = \$ _____

Additional Part. ____ @ \$ _____ ea. = \$ _____

TOTAL: = \$ _____

City: _____ Prov. _____ P.C. _____

Contact Name: _____

Telephone: _____

Signature: _____

Fax: _____

Authorized to sign on behalf of self or home

Email: _____

Home name (Please Print)

PAYMENT: Please make cheque or money order payable to **Silver Meridian**

Commercial Member of:

