

VAHHA Webinars

Financial Management Series

Presented by BKD and Boyd & Nicholas

It's all in the numbers: mastering financial management in home health. From the experienced professional to the novice manager, this series of webinars provides skills, resources, reviews, new tools, and savvy advice about all aspects of financial management in Medicare home health today. We are fortunate to have nationally recognized financial consultants from BKD and Boyd & Nicholas prepared to provide the best education. There's something for everyone, so be sure to share this information with your agency colleagues. The more webinars you purchase, the more you save!

Register for any or all in the series!

Part I: The Home Health Cost Report: It Still Matters

Target Audience: Intermediate and Advanced

November 1, 2011 · 1:00 pm – 2:30 pm

Presenter: Mark P. Sharp, CPA

Analysis of existing filed Medicare home health cost reports indicates that their accuracy is in doubt. Nevertheless, federal and state agencies continue to make payment-rate judgments based upon cost report data. Additionally, providers of home health services utilize cost report-related benchmarks in making management and operations decisions. This program offers a high-level tutorial on proper preparation of a Medicare cost report for home health agencies.

By the end of the presentation, the participant will be able to:

1. Describe the purpose of the Medicare cost report.
2. Identify sources of information to complete the cost report worksheets.
3. Interpret the cost allocation methodologies in the Medicare cost report.
4. Identify the financial and operational dashboard indicators available from the Medicare cost report.

Part II: The Medicare Cost Report for Novices

Target Audience: Beginners

November 15 · 1:00 pm – 2:30 pm

Presenter: Thomas Boyd, MBA

The most vital and difficult filing document required by CMS is the Medicare HHA cost report. The “why” of the cost report will be discussed, but the emphasis is on the “how to” for small HHAs. This program is designed for attendees who are new to home health, want to improve their knowledge of the cost report or want to save time when preparing the report. It will address the basic structure, purpose and cost report package of documents.

By the end of the presentation, the participant will be able to:

1. Understand the paper flow of the HHA cost report.
2. Understand the purpose of the cost report and reasons and uses for it.

3. Know the requirements and purpose of related documents to the cost report; the PS&R, financial statements, work papers and more.
4. Have a better understanding of some of the non-allowable costs and the related Medicare reasons and principles.

Part III: Budgeting in Home Care

Target Audience: Intermediate and Advanced

December 7 · 1:00 pm – 2:30 pm

Presenter: Mark P. Sharp, CPA

Budgeting is a critical development tool for all organizations regardless of size, industry or life cycle stage. Budgeting helps management establish the financial road map for the next fiscal year and then identify when the agency is off course. As home health and hospice agencies face the risk of payment cuts, budgeting is one tool that can assist management in controlling costs and making appropriate adjustments on the fly. This webinar will overview different budgeting techniques and implementing a budget in the home care setting.

By the end of the presentation, the participant will be able to:

1. Describe the benefits of using a budget.
2. Describe the budgeting process.
3. Identify the different approaches to budgeting.
4. Identify how to implement a budget in the home care setting.

Part IV: How to Hire a Business Consultant

Target Audience: Intermediate and Advanced

January 17, 2012 · 1:00 pm – 2:30 pm

Presenter: Thomas Boyd, MBA

This program will help participants identify all the aspects involved in hiring a consultant, and will also help participants to develop a priority matrix for selecting the right consultants.

By the end of the presentation, the participant will be able to:

1. Identify the many aspects in hiring and using business consultants
2. Develop a priority matrix to assist in choosing the right consultant
3. Recognize and avoid hiring the wrong consultant

Part V: Using Dashboards for Home Care Financial Management

Target Audience: Intermediate and Advanced

January 25, 2012 · 1:00 pm – 2:30 pm

Presenter: Mark P. Sharp, CPA

This workshop will demonstrate how utilizing dashboards can help improve the management of your agency. Topics covered include dashboard basics, purpose of financial management dashboards, financial performance measures, how to build a financial management dashboard and dashboard management strategies.

By the end of the presentation, the participant will be able to:

1. Identify the basics of dashboard management.
2. Describe how to build an effective financial dashboard.
3. Identify key financial performance measures.
4. Interpret key financial performance measures to take appropriate corrective action.

Part VI: The Tale of Two Cities

Target Audience: Intermediate and Advanced

February 7, 2012 · 1:00 pm – 2:30 pm

Presenter: Thomas Boyd, MBA

Two Home Health Agencies, both started in the mid 1990's, have taken different paths; one to growth and success and the other to bankruptcy. Aspects affecting the home health agency, such as infrastructure, planning, compliance, marketing, consultants, employees, and work ethic, will be discussed.

By the end of the presentation, the participant will be able to:

1. *Explain and discuss the possible reasons for success or failure attributed to home health agencies.*
2. *Identify and understand the aspects that attribute to a successful formula for business.*

Part VII: Effective Billing Oversight Practices in Home Care

Target Audience: Intermediate and Advanced

March 7, 2012 · 1:00 pm – 2:30 pm Presenter: M. Aaron Little, CPA

This session will focus on the essentials of managing the billing operations using dashboard principles. Participants will be provided examples of practical dashboard management tools and benchmarking data by which to compare individual agency billing performances.

By the end of the presentation, the participant will be able to:

1. *Cite typical billing process challenges.*
2. *Identify effective dashboard management tools.*
3. *Apply recommended billing performance dashboard measures.*
4. *Interpret key billing performance measures to take appropriate corrective action.*

Speakers:

Thomas Boyd, Thomas Boyd, MBA, Principal, Boyd & Nicholas, Inc.

Thomas E. Boyd has over thirty years of Medicare reimbursement experience including almost 12 years with one of Medicare intermediaries for home health agencies. He is the chairperson of the NAHC/HHFMA task force committee on the HHA cost report He has been a consultant to Medicare certified home health agencies and hospices since 1989 and has been a principal of Boyd and Nicholas, Inc. since 1993.

Mark P. Sharp, CPA, Partner, BKD, LLP

Mark is a Partner with BKD's National Health Care Group and serves as the firm-wide leader of BKD's Center for Excellence for Home Care and Hospice Services. He has more than 15 years of experience assisting home care and hospice providers with strategic planning, financial management, audits, accounting, cost reports, operating budgets, agency start-up and mergers and acquisitions. As a nationally recognized home care consultant, mark serves on the Home Care and Hospice Financial Managers Association's Workgroup, and currently participates on various home care and hospice topics at national, regional and state home care conferences. He has authored many industry articles and is regularly quoted in industry periodicals such as Eli's Home Care Week, Hospital Home Health and Home Health Law.

M. Aaron Little, CPA, Senior Managing Consultant, BKD, LLP

With over 10 years of experience with BKD, Aaron oversees the operations of BKD Health Care Billing Services, which manages more than \$500 million in revenues for home care, hospice, and senior living organizations. Nationally recognized for his expertise in home care billing and operations, Aaron frequently presents at national, regional and state home care industry events and is routinely published and quoted in national industry periodicals. Aaron's professional affiliations include the Home Care & Hospice Financial Managers Association, American Institute of Certified Public Accountants and Missouri Society of Certified Public Accountants.

“Financial Management Series”

	Total	
	Member Rates/Line	Total
Part I: 11/1/2011	\$130	\$
Part II: 11/15/2011	\$130	\$
Part III: 12/7/2011	\$130	\$
Part IV: 1/17/2012	\$130	\$
Part V: 1/25/2012	\$130	\$
Part VI: 2/7/2012	\$130	\$
Part VII: 3/7/2012	\$130	\$
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Contact Name _____

Contact Email _____

Agency Name _____

Address _____

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1. **Securely online:** VAHHA@comcast.net
2. **Fax** completed form to: 802-223-6218
3. **Mail** completed form to:
VAHHA
10 Main Street
Montpelier, VT 05602

Webinar Registration Fee Includes:

- Electronic handouts (available 3 days ahead of the workshop on the “Your Purchased Education” page of the IAHC website, IowaHomeCare.org)
- Access to the webinar through multiple phone or web-based connections

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