



IHA Management Institute IV

For current and future leaders of your organization

Basic Financial Management

November 20, 2008

Understanding the importance of basic financial information in a management role

Overview:

With increasing needs to train staff as managers and provide managers with continuing education, the IHA Management Institute will provide ongoing education throughout 2008. Basic Financial Management will be presented by **Wipfli LLP**, CPAs and Consultants.

Session IV: Basic Financial Management will focus on the “big picture” of how to understand the overall financial statement. An overview of the balance sheet, the statement of operations and changes in net assets, and the statement of cash flow will be covered.

The importance of financial ratios to an organization and how ratios are calculated will be reviewed. An overview of reimbursement and the impact on the organization will be discussed. A discussion of department level finances will include benchmark levels; budgeting and staffing; and variances compared to the budget. The major financial challenges and trends in health care organizations, including financial performance; facility and capital equipment investments; and physician recruiting challenges will be reviewed.

Who Should Attend:

All staff currently serving in management roles, as well as staff preparing for future management positions.

Agenda:

8:00 – 8:30 a.m. Registration & Continental Breakfast
8:30 – 11:30 a.m. Basic Financial Management

Continuing Education Credits:

ACHE: The Illinois Hospital Association is authorized to award three (3) hours of pre-approved Category II (non-ACHE) continuing education credit for each session toward advancement, or recertification in the American College of Healthcare Executives. Participants in this program wishing to have the continuing education hours applied toward Category II credit should indicate their attendance when submitting application to the ACHE for advancement or recertification.

Nursing Home Administrators: IHA is authorized by the State of Illinois Department of Financial and Professional Regulation to award up to three (3) hours of Nursing Home Administrator continuing education credit for each session.

Faculty:

Wipfli LLP, CPAs and Consultants, is a national firm with more than 75 years of experience in accounting/finance, technology, human resources, and process solutions. Wipfli’s Health Care Practice serves hospital-based physician practices, integrated hospital systems, senior service organizations, and community and rural hospitals.

Kim Heller’s extensive experience in public accounting, internal audit, and hospital and long term care management gives her the ability to understand and identify with the many complex issues facing the health care industry today. Since joining Wipfli LLP in 1998, Kim has performed extensive work with hospitals, skilled nursing facilities, home health agencies, and other nonprofit organizations and has presented at numerous regional and national topics on topics such as “Strategic Financial Planning for Health Care Organizations”, “Understand Financing in Today’s Capital Markets”, and “Making Long Term Care Feasible in a Critical Access Hospital.” Throughout her career, Kim has been involved in all aspects of health care financial reporting, operations, and reimbursement areas.

Kathy LaBrake provides audit and consulting services to a wide variety of Wipfli LLP’s health care clients. This includes offering operational, reimbursement, and accounting assistance, allowing her to be a critical part of her clients’ continued success.

Her 20 plus years of auditing, accounting, and consulting experience at Wipfli have enabled her to develop diverse skills within the health care industry. Kathy has extensive experience working with hospitals ranging in size from large hospital systems to small rural hospitals, medical practices, foundations, nursing homes, assisted living facilities, and other tax-exempt organizations. In addition, Kathy is one of five partners serving on Wipfli’s Health Care Quality Assurance Committee. An accomplished speaker, Kathy has presented seminars on a variety of topics for health care organizations including: Medicare reimbursement and cost reporting, operational strategies, pricing strategies, financial reporting, and demystifying hospital financial statements.

Videoconference connections services and support provided by Telehealth Networks & Programs at Southern Illinois University



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PLEASE INDICATE WHICH SITE YOU WILL ATTEND.

Basic Financial Management.....\$125 per person

- Illinois Hospital Association, 1151 East Warrenville Rd., Naperville, IL, Program Code: 1-055.08
- Illinois Hospital Association, 700 South Second Street, Springfield, IL, Program Code: 1-056.08
- Gibson Area Hospital & Health Services, 1120 North Melvin Street, Gibson City, IL, Program Code: 1-057.08
- Mercer County Hospital, 409 NW 9th Avenue, Aledo, IL, Program Code: 1-058.08
- Franklin Hospital, 201 Bailey Lane, Benton, IL, Program Code: 1-059.08
- Kewanee Hospital, 719 Elliott Street, Kewanee, IL, Program Code: 1-092.08

PLEASE PRINT CLEARLY.

Name: _____
Title: _____
E-Mail (required): _____
Hospital/Organization: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____

PHONE REGISTRATIONS ARE NOT ACCEPTED.

Charge \$ _____ to my:
 VISA MASTERCARD
 AMERICAN EXPRESS DISCOVER

Account #: _____
Expiration Date: _____
Print name as it appears on card: _____
Authorized Signature: _____

THIS FORM MAY BE DUPLICATED.

TO REGISTER: Complete Registration Form Above

MAIL: Mail form with payment to:
IHA, 37092 Eagle Way, Chicago, IL 60678-1370
(Registration forms will not be accepted without payment.)
MAKE CHECK PAYABLE TO: IHA (Illinois Hospital Association), please remember to allow 5 mailing days.

FAX: Fax form with credit card information to:
IHA: 630-276-5509

REGISTER ON-LINE: <https://ihref.ihatoday.org>, e-mail address & credit card are required.

GENERAL INFORMATION

TRAVEL DIRECTIONS

Directions:

http://www.ihatoday.org/edu_sponsorship/directions.html

***IHA SPRINGFIELD PARKING**

Parking arrangements have been made with the owner of the lot at 225 E. Cook Street. This is the white brick building on the right as soon as you go over the tracks at Cook and 3rd. This parking area can be entered off of Cook Street or from 2nd Street by turning on Blackmore which is just north of Cook Street.

Park in spaces #37, 38, 48-55. THESE ARE LOCATED DIRECTLY NORTH OF THE WHITE BRICK BUILDING BY THE RAILROAD TRACKS. The IHA Springfield Office is located on the Southeast corner of this same intersection.

Parking is NOT available for conference room attendees in the street level lot of the IHA Springfield Office.

Additional parking is available at the Inn at 835 located at 835 South 2nd Street which is 1 ½ blocks south of the IHA office.

Please park facing the north fence.

<http://www.ihatoday.org/about/association/ihaspfield.pdf>

HOTEL INFORMATION

Naperville area hotels:

Lisle/Naperville Hilton, 630-505-0900

Country Inn & Suites, 888-201-1746

Best Western Naperville Inn, 630-505-0200

Springfield area hotels:

The Crowne Plaza Hotel, 217-529-7777

Hampton Inn, 217-529-1100

CANCELLATIONS/SUBSTITUTIONS

If the cancellation is received less than 7 business days before the seminar, a 50% service charge will be incurred. Registrants who do not cancel and do not attend are liable for the entire fee. IHA reserves the right to cancel or reschedule a program due to an insufficient number of registrants or other unforeseen circumstances. Registrants will be notified of cancellation prior to the program date. A full refund of fees will be issued automatically. Registrants unable to attend the program may send an alternate.

IHA IS A SMOKE-FREE CAMPUS.

FOR PROGRAM CONTENT INFORMATION

Contact Anne at: astilwell@ihastaff.org or at 217-541-1163.

FOR REGISTRATION INFORMATION

Contact Lorri in the Education Department:

lvanecek@ihastaff.org or at 630-276-5440.

AMERICANS WITH DISABILITIES ACT

IHA wishes to ensure that no individual with a disability is excluded, denied services, segregated or otherwise treated differently from other individuals because of the absence of auxiliary aids or services unless providing such auxiliary aids and services would fundamentally alter the program provided or result in an undue burden. If you need any of the auxiliary aids or services identified in the Americans with Disabilities Act in order to attend this educational program, please call 630-276-5440 at least five working days before the program date if possible.

ATTIRE

Temperatures are often difficult to control in meeting rooms; we suggest you dress accordingly.