Therap®

Regional Conference in Westampton, New Jersey October 6-7, 2015

Preliminary Schedule : Subject to Change

Time	Session	Room 1	Room 2	Room 3	Room 4
Day 1		**Tuesday, October 6, 2015**			
8:30am - 9:00am		Registration			
9:00am - 10:00am	1	Conference Introductions: Summary of Recent Release Changes and Fee for Service Pilot			
10:15am - 11:15am	2	Demographics, Face Sheet, and Emergency Info: IDF's/EDF's & Medical Information	Health Tracking with Therap: Data Entry to Producing Reports	Intro to Therap for New and Potential users: A brief overview of all the different modules in Therap and how they inter-relate	Introduction to billing and fee for service: What it means for New Jersey
11:30am - 12:30pm	3	Provider Administration, an overview of the account including the Report Library, how to create Sign Up Agreements, Setting up your agency Password Policy, and much more	Medication Administration Records (MAR): Using Therap's medication history and live drug database to produce a fully functioning, interactive electronic MAR	Therap for Beginners: How to set up your account and ensure you get the best out of Therap	Billing System Set-Up, Unit Calculations, & Service Authorizations for Fee for Service
12:30pm - 1:30pm		**Lunch (provided)**			
1:30pm - 2:30pm	4	Agency Communication in Therap: T-Logs, SComm, Calendar, T-Task, and setting up your Notifications	Health Assessments: Using Therap's electronic Comprehensive and Health Assessment Tool (eCHAT)	Collecting and Reporting ISP Data: A User's Experiences	Using Attendance, Individual Service Programs, and Direct Billing Input to process Billing Data
2:45pm - 3:45pm	5	A quick overview of Personal Finance, Staff Scheduling and Training Management	Therap's Health Plus Modules: Document Storage, Consent and Authorizations, Orders, Individual History	Therap's Person Centered Planning: The ISP Plan and how it links with the IDF, ISP Program's, and the Personal Focus Worksheet	Fee for Service Pilot: A Discussion with two pilot agencies using Therap
4:00pm - 5:00pm	6	How can we help? Bring your agency questions to work through and discuss	Care Planning and Risk Assessments: Using Therap's Individual Care Plan & Plan of Oversight and Safeguards (IPOP)	ISP Programs, templates, data and reports for tracking goals and objectives	Electronic Billing, Manual Billing, Custom Reports, Billing Reports, and State Specific Issues
Day 2		**Wednesday, October 7, 2015**			
9:00am - 10:00am	7	Therap and HIPAA: A HIPAA Audit Review, Electronic Signature, Sign in Screen			
10:15am - 11:15am	8	Caseloads and Super Roles…beyond the basics: Providing access for case managers, guardians, and parents	Provider Administration, an overview of the account including the Report Library, how to create Sign Up Agreements, Setting up your agency Password Policy, and much more	Setting up and utilizing the Time Tracking and ISP program modules for collecting individual data	Billing System Set-Up, Unit Calculations, & Service Authorizations for Fee for Service
11:30am - 12:30pm	9	Intro to Therap's Training Management System: Overview of TMS	Employment History: Tracking employment and volunteer history, milestone, phases, and building your Job Bank	Using Individual Service Program Global and Local Templates	Using Attendance, Individual Service Programs, and Direct Billing Input to process Billing Data
12:30pm - 1:30pm		**Lunch (provided)**			
1:30pm - 2:30pm	10	Personal Finance Module Overview	Reviewing the Therap Website, Certified Trainers, Special Interest Groups, Blogs & other supports	Reporting with Therap (List of Reports, Activity Tracking, etc.)	Goal & Activity Tracking with ISP Programs
2:45pm - 3:45pm	11	Document Storage: Get organized, finish going paperless, and secure all those attachments	Creative Uses of Therap: QA Monitoring from a User's Perspective	Incident and Event Reports In Therap: GER's, Management Summaries, and the Report Library	Remittance Reports, Aging Reports, and Reconciliation Reports
4:00pm - 5:00pm	12	Staff Scheduling	Access For Support Coordinators & Guardians: User Accounts, Roles and Establishing Transparency	Basic Excel Moves for Exported Therap Data: Filtering, Graphing, Pivoting and Macros	Billing Q&A, Ask your questions here!

This is a tentative schedule put up for illustration purpose. Times and Sessions are subject to change and/or cancellation.

Updated on 10/04/2015

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