



Regional Conference in Greensboro, North Carolina

May 5-6, 2015

Preliminary Schedule : Subject to Change

Time	Session	Room 1	Room 2	Room 3	Room 4
Day 1					
Tuesday, May 5, 2015					
8:30am - 9:00am		Registration			
9:00am - 10:00am	1	Conference Introductions			
10:15am - 11:15am	2	Demographics, Face Sheet, and Emergency Info: IDF's/EDF's & Medical Information	Overview and Discussion on Individual Based Caseloads	Intro to Therap for New and Potential users: A brief overview of all the different modules in Therap and how they inter-relate	Billing System Set-Up, Unit Calculations, Service Authorizations, Attendance, and ISP Data Billing
11:30am - 12:30pm	3	Agency Communication in Therap: T-Logs, SComm, Calendar, T-Task, and setting up your Notifications	Collecting and Reporting Data: ISP Programs, Global Templates, Data and Reports	Therap for Beginners: How to set up your account and ensure you get the best out of Therap	Manual Billing, Custom Reports and state specific issues
12:30pm - 1:30pm		Lunch (provided)			
1:30pm - 2:30pm	4	Health Tracking: Keeping track of day to day Medical Data, Appointments, Seizures, Vital Signs and producing the Health Care Report	Therap's Person Centered Planning: The ISP Plan and how it links with the IDF, ISP Program's, and the IPOP. Also reviewing the Personal Focus Worksheet	Policy and Procedural Considerations when Implementing Therap	Manual Billing, Custom Reports, Accounting Interface and state specific issues
2:45pm - 3:45pm	5	Behavior Planning and Tracking: BER to track target behaviors and interventions, producing graphs and reports and Time Tracking: A visual data collection tool	Training Management System: Track Licensing and other staff training: Setting up classes and assigning instructors, pulling reports	Individual Home Page - linking to IDFs, EDFs, Individual History, Team Members, Involved Staff, and more	Institutional claim setup and processing
4:00pm - 5:00pm	6	Medication Administration Records (MAR): Using Therap's medication history and live drug database to produce a fully functioning, interactive electronic MAR	Staff Scheduling: Building a Staff Schedule to fit within allocated hours and avoid double booking and overtime	Reviewing the new Therap website, Certified Trainers webinars, Special Interest Groups, Blogs, & a vast array of support materials	Medicaid Audit and Q/A Review discussions
Day 2					
Wednesday, May 6, 2015					
9:00am - 10:00am	7	What's new in Therap: 2015 Recent and Planned Releases			
10:15am - 11:15am	8	Incident and Event Reports In Therap: GER's, MIE's, GER Resolution, and Management Summaries	Employment Tracking in Therap: Employment/Volunteer History & Wage Tracking	Open Discussion on Therap Implementation and Planning Process	Billing Process overview of complete set-up and claiming process
11:30am - 12:30pm	9	Health Tracking and Health Plus: Using Therap to track Health/Medical Information for Individuals	Care Planning and Risk Assessments: Using Therap's Individual Care Plan & Plan of Oversight and Safeguards (IPOP)	Reporting as an Administrator (List of Reports, Activity Tracking, etc.)	Billing Reports: Utilization, Reconciliation, 835 RA report Upload
12:30pm - 1:30pm		Lunch (provided)			
1:30pm - 2:30pm	10	Personal Finance: Keeping track of consumers finances	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	Therap for Qualified Professionals (QPs) - Q & A on issues specific to Qs	Billing System Set-Up, Unit Calculations, Service Authorizations, Attendance, and ISP Data Billing
2:45pm - 3:45pm	11	Therap's new Training Academy: Self-paced training courses with quizzes and certificates of completion	Access For Support Coordinators & Guardians: User Accounts, Roles and Establishing Transparency	Template Libraries - including NC Specific Templates, the Global Template Library, and Individual Care Plans	Billing from Start to Finish for Beginners
4:00pm - 5:00pm	12	Medication Administration Records (MAR): Medication History and live drug database to produce a fully functioning, interactive electronic MAR	Quality Assurance and Monitoring Tools within Therap: Improving Oversight for your Agency	Therap and Excel: Filtering, Graphing, Pivot Tables, and Macros	Billing Q&A: Ask your Billing questions here

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

Updated on 04/23/2015