



Therap Regional Conference in West Palm Beach, Florida December 4-5, 2012

Preliminary Schedule : Subject to Change

Time	Session	BELVEDERE C	LECTURE HALL	CONGRESS ROOM	AUSTRALIAN ROOM
Day 1		Tue, Dec 4, 2012			
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	Collecting and Reporting Data: ISP Programs, Global Templates, Data and Reports: Presented by Mary Beth Julian from Oak Hill	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 and Service Authorizations
11:30am- 12:30pm	3	Internal and External Agency Communication in Therap: T-Logs, SComm, Calendar, T-Task, and setting up your Notifications	Care Planning and Risk Assessments: Using Therap's Individual Care Plan & Plan of Oversight and Safeguards (IPOP)	Therap for beginners: how to set up your account and ensure you get the best out of Therap	Attendance and ISP Data Billing
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	TMS: Training Management System Overview, Elizabeth Das, Certified Trainer will present how Miami Cerebral Palsy Residential Services uses the TMS Module to meet compliance, track staff training, certifications, etc.	Electronic Billing, Accounting Interface and Billing Reports
2:45pm - 3:45pm	5	Training Management System Part 1: Track Licensing and other staff training: setting up classes and assigning instructors	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	Manual Billing, Custom Reports and state specific issues
4:00pm- 5:00pm	6	Training Management System, Part 2: Pulling reports and managing your training sessions	Managing Your Data: The difference between Live and Archived data and when to use Update versus Discontinue, particularly with Medications and ISP Programs	Reviewing the Therap website, Certified Trainers webinars, Special Interest Groups, Blogs, & a vast array of support materials	Provider Meetings: Sign-up to meet with Jim or Barry on your Organizations needs
Day 2		Wed, Dec 5, 2012			
9:00-10:00	7	What's new in Therap			
10:15am-11:15am	8	Incident and Event Reports In Therap: GER's, Management Summaries, and the Report Library	Setting up Service Authorizations & tracking census in Attendance Tracking	Advanced Provider Administration: Report Library, Sign Up Agreements, Password Policy, and more	Billing Process overview of complete set-up and claiming process
11:30am- 12:30pm	9	Behavior Planning and Tracking: BER to track target behaviors and interventions, producing graphs and reports and Time Tracking: a visual data collection tool	Getting your data out of Therap: Running Reports and using Excel	Collecting and Reporting Data: ISP Programs, Global Templates, Data and Reports	Billing Q&A: Ask your Billing questions here
12:30pm - 1:30pm		Lunch			
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,	A Catalyst for Change: Certified Trainer, Kristen Thompson will cover many components of Therap, including T-Logs, GERs, ISP Programs, Health Tracking and how they can be used as a catalyst for procedural, cultural and policy change in your organization.	Libraries: ISP Templates, Global Library, Therap Custom Forms
2:45pm - 3:45pm	11	eCHAT - Therap's Comprehensive Health Assessment	Special Custom Forms: Review a variety of Custom Forms currently in Therap. Time Tracking: a new visual data collection tool, and Individual Home: an Individuals profile page.	Medication Administration Records (MAR): Using Therap's medication history and live drug database to produce a fully functioning, interactive electronic MAR	Open Discussion Group: Come share your thoughts and ideas, discuss APD and Delmarva Compliance Issues and the Status of Therap as Florida's APD Statewide System.
4:00pm - 5:00pm	12	Open Training Session: Ask your Therap Questions here!	Internal and External Agency Communication in Therap: T-Logs, SComm, Calendar, T-Task, and setting up your Notifications	Provider Meetings: Sign-up to meet with Chelsea on your organizations implementation	Provider Meetings: Sign-up to meet with Barry on your organizations needs

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

Updated on 12/03/2012