



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

Preliminary Schedule : Subject to Change

		Day One			
		Room 1	Room 2	Room 3	Room 4
12/04/2012 Tue	08:30am-09:00am	Registration			
	09:00am-10:00am	1 Conference Introductions			
	10:15am-11:10am	2 Demographics, Face Sheet, and Emergency Info: IDF's/EDF's, Medical Information, and your Report Library	Collecting and Reporting Data: ISP Programs, Global Templates, Data and Reports	Therap for new and potential users (salesperson)	Billing System Set-Up, Unit Calculations and Service Authorizations
	11:25am-12:40pm	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)		Attendance and ISP Data Billing
	12:40pm-01:45pm	Lunch (provided)			
	01:45pm-02:40pm	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	State Focused User Group Discussion	Electronic Billing, Accounting Interface and Billing Reports
	02:55pm-03:50pm	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		Manual Billing, Custom Reports and state specific issues
	04:05pm-05:00pm	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	Open Discussion on Implementation	Medicaid Audit and Q/A Review discussions.
		Day Two			
		Room 1	Room 2	Room 3	Room 4
12/05/2012 Wed	09:00am-10:00am	7 What's new in Therap			
	10:15am-11:10am	8 Incident and Event Reports In Therap: GER's, Management Summaries, and the Report Library	Setting up Service Authorizations & tracking census in Attendance Tracking		Billing Process overview of complete set-up and claiming process
	11:25am-12:40pm	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		Billing Q&A: Ask your Billing questions here
	12:40pm-01:45pm	Lunch (provided)			
	01:45pm-02:40pm	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		
	02:55pm - 03:50pm	11 eCHAT - Therap's new 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.		
	04:05pm-05:00pm	12 Open Discussion- Ask your Therap Question here!	Staff Scheduling: Building a Staff Schedule to fit within allocated hours and avoid double booking and overtime	1:1 With Therap: Book in Advance	

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

Updated on 06/02/2012