



New York State Health Facilities Association



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2010 - 2011 Audio Conference RFP

February 26, 2010

Dear Colleague:

The New York State Health Facilities Association is requesting program proposals for the 2010-2011 **Audio Conference** schedule. We find that this format is very conducive for learning. We are seeking topics that will provide our membership with current information on issues that face the long-term care industry.

Criteria for Selection:

- Practical applicability
- Originality / Uniqueness
- Timeliness of subject
- Presenter qualifications
- Innovation
- Well-defined focus
- Interactive style
- Overall quality
- Relevance to the industry

Benefits for the Presenter:

- Bring attention and recognition to your organization
- Share your expertise and knowledge with others in the field
- Showcase your accomplishments to leaders in the industry

Audience:

The New York State Health Facilities Association and the New York State Center for Assisted Living attracts professionals throughout New York who are from residential care, assisted living facilities and skilled nursing facilities to learn and share valuable information about today's successful strategies and future trends.

Session Format:

Sessions will be 2.0 hours in length.

We welcome a broad range of proposals. The following are just a few examples of potential topics:

- | | | |
|------------------------|----------------------------|----------------------------------|
| • Business Management | • Human Resources | • Marketing and Public Relations |
| • Care Practice | • Innovations and Advances | • Performance Excellence |
| • Financial Management | • Progressive Leadership | • Policy and Regulation |

Of course, proposals on any other topics that you feel would be of interest to the membership would be greatly appreciated as well.

Please complete all sections of the proposal and return to NYSHFA by **March 30, 2010**. Proposals may be submitted via the US mail, fax (518) 462-4370 or e-mail (sjackson@nyshfa.org). All proposals will be reviewed by the Association's Education Council.

Please contact me at (518) 462-4800 ext. 27 with any questions you may have with regard to the 2010-2011 Audio Conference Schedule. Thank you for your support of the Association.

Sincerely,



Scott Jackson, CMP
Director, Education & Conference Planning

SJ/se0

Enclosure

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New York State Health Facilities Association



Request for Proposal 2010-2011 Audio Conference Schedule

Name of Person Submitting Form: _____

Organization: _____ Phone # () _____

Fax # () _____

E-mail: _____

Address: _____

Title of Program: _____

Program Track: Skilled Nursing Facility: _____ Assisted Living: _____



Description of proposed session as it might appear in the conference brochure (3-5 sentences):

Three key topics to be discussed:

1. _____

2. _____

3. _____

Learning Objectives:

1. _____

2. _____

3. _____

Target Audience:

1. _____
2. _____
3. _____

Speaker/s:

1. _____
2. _____
3. _____

Speaker qualifications for presenting this seminar:

(A copy of each speaker's bio, with a reference, should be submitted along with this proposal):

1. _____
2. _____
3. _____

Time required for session: _____ 2 Hours: _____

If selected, I will prepare 10 post test multiple choice questions: Yes _____ No _____

If selected, I will charge an honorarium: Yes _____ No _____

If yes, amount \$ _____

Return to: NYSHFA, Attn: Scott Jackson, 33 Elk Street, Suite 300, Albany, New York, 12207-1010 by **March 30, 2010**, (US mail, fax (518) 462-4370 or e-mail (sjackson@nyshfa.org.) All proposals will be reviewed by the Associations Education Council