



## CALL FOR WORKSHOPS

# 30



*Mission, Vision, Reality*  
Celebrating 30 years....

*HPCANYS' 30<sup>th</sup> Annual Interdisciplinary Seminar and Meeting*  
*May 13 - 14, 2010*  
*Marriott Hotel & Conference Center*  
*Albany, NY*

Hospice & Palliative Care Association of New York State  
2 Computer Drive West, Suite 105 ▪ Albany, NY 12205  
518-446-1483 ▪ [www.hpcanys.org](http://www.hpcanys.org)

## **30<sup>th</sup> Annual Interdisciplinary Seminar and Meeting**

*Mission, Vision, Reality – Celebrating 30 Years* is the theme of the Hospice and Palliative Care Association of New York State's (HPCANYS) 30<sup>th</sup> Annual Interdisciplinary Seminar and Meeting. The two-day program will be held Thursday and Friday May 13-14, 2010 at The Albany Marriott in Albany, NY. Workshops will be designed to provide participants with the tools to navigate the changes in the challenging years ahead.

### **Who Attends This Conference?**

- Administrators/Executive Directors
- Medical Directors/Physicians
- Nurses
- Social Workers
- Spiritual/Bereavement/Pastoral Caregivers
- Volunteers and Volunteer Coordinators
- Long Term Care Professionals
- Patient Care Coordinators
- Palliative Care Coordinators
- Home Care and Residential Care Professionals

### **Why Should You Participate?**

- Educate attendees on cutting-edge topics and ideas related to end-of-life care
- Highlight your programs on a statewide platform
- Present important research outcomes
- Network with over 350 end-of-life health care professionals
- Experience the synergy of a statewide event
- Gain recognition in the hospice and palliative care field

### **Submission Guidelines and Instructions**

Completed proposals, including **one original plus five additional copies** must be received at HPCANYS' office by **Friday, October 9, 2009**. ALL FORMS AND SUBMITTED MATERIALS MUST BE TYPED.

- Fax copies will not be reviewed. Incomplete proposals will not be reviewed. Presenters may submit a maximum of two workshop applications. Workshops are limited to three presenters per workshop.
- The "Call for Workshops" form is also available on line at [www.hpcanys.org](http://www.hpcanys.org). You may type directly into these forms on line. Please print off the on-line forms to include with your application, as only hard copy submissions will be accepted. (Be sure to save your electronic forms!)

### **Workshop Proposals Must Include:**

- **An Educational Activity Overview** (see forms). Proposals should include two or more measurable learning objectives and how those objectives will be met, specific content, time frame, faculty, methods to be used and the time frame for each objective. Objectives must be written in measurable terms; **do not** use vague phrases, such as, "participants will be able to understand..." **Do** use concrete phrases such as, "participants will describe/state/explain..." Content must be more than a restatement of the objective.
- **A Biographical Data Form and Faculty Disclosure Information** (see forms). Please use these forms only. Be sure to type and complete each form entirely for **each** presenter.
- **An Abstract** of no more than 150 words. The abstract will be used in two ways: 1) For evaluation of your proposal by the review committee and if selected, 2) As the printed description of your presentation in the Annual Meeting Program Book. Abstracts may be edited by HPCANYS.
- **Supporting Study/Journal Article**. Proposals must include a documented study or journal article describing the professional practice gap that the proposed workshop will address. Example: A proposal for a workshop on HIPAA Compliance might include the 2007 OIG Report of audits of healthcare systems for security compliance.

### **Planning Committee Review**

All submissions are reviewed by a Planning Committee and notification of acceptance or rejection will be mailed in November, following the review process. Acceptance may be contingent upon a presenter's willingness to modify his or her submission.

## **Topics for Workshop Proposals**

We invite workshop proposals that reflect the meeting theme, “*Mission, Vision, Reality – Celebrating 30 Years*” and focus on team and quality issues that will become increasingly important in the future. Proposals of 60 or 90 minutes in length will be accepted. Presentations should demonstrate **measurable impact and results**.

We are looking for submissions that will highlight creative stewardship of resources, dedication to serving patients and families of all types, operating programs efficiently and effectively, and modeling vision and values.

Sessions may be structured in a **discussion**, **skill-building** or **presentation** format.

In the **discussion** session, presenters are expected to involve participants. The presenter will have a solid understanding of the topic and use the session to challenge others to think beyond the familiar.

**Skill-building** sessions provide participants with new skills to take back to their workplace. Presenters are encouraged to involve participants in role-plays, learning exercises, demonstration/application of techniques or skills shared by the presenter.

**Presentation** sessions provide information related to a chosen topic. The presenter is encouraged to share research, innovative programs or personal experiences.

## **OTHER SUGGESTED WORKSHOP TOPICS**

### **Administration**

Conditions of Participation  
Diversifying revenue sources  
Innovative palliative care partnerships  
Hospice residences  
Hospital palliative care partnerships  
Leadership and supervision for managers  
Managing capacity/capacity building  
Quality measurement  
Regulations and accreditation issues  
Serving Veterans  
Strategies for increasing Length of Stay (LOS)  
Surviving FI medical reviews  
Surviving Medicare surveys  
Workforce issues  
Working with HMOs/Managed Care Organizations

### **Bereavement**

Adolescent grief  
Bereavement services for the developmentally disabled  
Innovative bereavement programs

### **Clinical**

Caring for patients with dementia and Alzheimer’s  
Clinical documentation  
Depression, anxiety and delirium  
Nutrition and hydration  
Pain and/or symptom management – all levels  
Palliative sedation  
Pediatric hospice and palliative care  
Telemedicine  
Wound care

### **Development**

Major gifts  
Planned giving  
Successful fund raising events

### **Hospice Team**

Burnout and performance issues  
Collaboration with discharge planners  
Complementary/alternative therapies  
Cultural competence  
Dealing with stress  
Human resource challenges; setting boundaries  
Leadership and supervision for managers  
Maximizing volunteer ingenuity  
Measuring performance and competence of staff  
Medical ethics and decision making  
Quality patient care/QAPI programs  
Self preservation skills for the Hospice professional  
Team/management issues

### **Open Access**

Innovative palliative care collaborations  
Hospice/adult home partnerships  
Hospice/nursing home partnerships  
Saying “yes” to complex cases  
Serving developmentally disabled populations  
Serving Veterans

### **Spiritual**

Administering to agnostics  
Religious and cultural differences in end-of-life care  
Spirituality vs. religion  
World demographics & adherence trends

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**Directors please route to:**

- Administration
- Clinical Care Coordinators
- Medical Directors
- Nurses
- Spiritual/Bereavement Caregivers
- Social Workers
- Volunteer Coordinators

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## GENERAL INFORMATION

- Presenters are offered a reduced conference fee. *The first presenter is entitled to 50% off the standard registration fee. Additional presenters will be entitled to a 25% discount off the standard registration fee.* This offer excludes hotel accommodations. **All presenters are expected to register for the conference.** Special speaker registration forms will be sent to each presenter/presenting group.
- The Hospice and Palliative Care Association does not pay an honorarium nor reimburse presenters for travel, hotel, or any other costs incurred by the presenter.
- All presenters are expected to provide a handout for their session and to submit it electronically or by mail.
- Overhead projectors, 35mm slide projectors, LCD projectors and flip charts will be provided as needed. **Please be prepared to bring your own laptop as they will not be provided.**
- This meeting involves many workshop and plenary sessions. Therefore, we cannot schedule sessions according to individual requests. Please be sure to keep your calendar clear for the two days of the meeting (May 13-14, 2010) until you receive formal notification of the schedule.

**Please contact the Hospice and Palliative Care Association of New York State  
at 518-446-1483 with any questions.**

**All application materials must be received by Friday, October 9, 2009.**

**Mail all materials, original, plus 5 copies to:**

**Hospice and Palliative Care Association of New York State  
2010 CALL FOR WORKSHOPS  
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Albany, NY 12205**