



Activity Director Social Services COURSE

*Enhancing Lives Through Knowledge,
Leadership, and Compassion*

See Website for Course Dates

**Metro-Tech Conference Center
Oklahoma City, OK**

sponsored by:

LeadingAge™
Oklahoma

**Oklahoma State Department of Health Approved
Activity Director/Social Services Director Training**

✓ Administrator
✓ Activity/Social Services Director

PLEASE ROUTE TO:

LeadingAge™
Oklahoma

Comments about the course:

“Amazing – easy to understand and so helpful. I feel like I learned everything I needed to know.”

“I now have the tools to do my job and make a difference in the lives of my residents. Thank you!!”

“Learned a lot about the Social Service/Activity roles and can't wait to hit the ground running.” “I have attended many seminars and this is the very best one ever.”

LeadingAge Oklahoma
P.O. Box 1383
El Reno, OK 73036

Completion of this 5-day course will qualify an individual to serve as an activity director or social services director...in addition to providing reinforced education for current directors.

Activity Director & Social Services Director Training

An Investment In Quality Of Life

LeadingAge Oklahoma offers this quality program which addresses the educational needs of activity and social services professionals working in long-term care so they can effectively provide life enrichment for the residents. Participants will learn how to achieve the highest "quality of life" for those they serve. This exceptional training provides essential education to ensure that your staff is effective, professional, and proficient in all important regulatory areas. Successful completion of this training program qualifies an individual to serve as a Social Services Director and/or Activity Director.

COURSE OUTLINE

- Professional standards of practice for Activity/Social Services staff
- State and Federal Regulations for compliance, Quality of Life, Philosophy, Code of Ethics, Quality Assurance, Infection Control, Aging Process, Physiological/Biological Changes, Diagnosis, Behaviors, Medical Terminology, Medications, Psychosocial Needs
- Components of a Professional Activity or Social Services Department
- Policies and Procedures, Clinical Record Documentation and MDS 3.0 Requirements
- Programming and Calendar Development
- Medically-Related Psychosocial Needs, Planning and Organization, Leadership, Special Needs Programming
- Latest updates provided by a nationally qualified activity professional

PRESENTER

Lisa Little, BSW, LSW, AD, QIDP, is a social service and activity consultant with **Lacy Beyl & Company, Inc.**, a healthcare consulting company based in Indiana. She holds a Bachelor of Social Work degree and is a licensed social worker, qualified activity professional and qualified dementia care professional. She has experience working as a consultant in long-term care facilities throughout the Midwest. Lisa has developed and delivered dementia care training courses for numerous organizations and groups. She serves as an instructor for the state-approved social service and activity designee courses in Indiana.

LOCATION

Meeting Room F/G
Metro-Tech Conference Center
1900 Springlake Drive, Oklahoma City, OK 73111

COURSE MATERIALS

All attendees receive a 315-page Activity Director Manual and supplemental resource materials.

AGENDA

Registration	7:45 a.m. - 8:00 a.m.
Program	8:00 a.m. - 12:00 p.m.
Lunch- Provided	12:00 p.m. - 12:30 p.m.
Program	12:30 p.m. - 5:00 p.m.

HOTEL ACCOMMODATIONS

Special hotel rates are available at the Holiday Inn Express OKC, 1629 S. Prospect, Oklahoma City, OK 73129, 405-602-6611. Ask for the LeadingAge Oklahoma Rate of \$104.

REGISTRATION FEE \$425 per attendee - LATE Registration \$475

Early registration is encouraged. Registrations received two weeks prior will be accepted on a space-available basis at the late fee of \$475. Cancellations received by two weeks prior will be refunded, less a \$20 processing fee. Cancellations received one week prior will receive a 50% credit. Substitutions will be accepted.

Registration fee includes continental breakfast, lunch, and afternoon snacks. Online registration is available for credit card payments at **www.LeadinAgeOK.org/education**. Registration form must include an e-mail address as a registration confirmation will be e-mailed to verify your registration.

EDUCATION CREDIT

This program has been approved by the Oklahoma State Department of Health and those completing the 5-day course qualify to serve as an Activity Director and/or Social Services Director. For those currently serving in this position, the course will provide an opportunity to reinforce their skills and gain additional current information to enable them to be more effective in the long-term care profession.

SEMINAR INFORMATION

For additional information contact Lisa Hill, 405-501-1170 or e-mail Lisa@LeadingAgeOK.org.

DIRECTIONS

From I-35

- Exit on NE 36th St.
- West to ML King Ave.
- Turn right onto ML King Ave.
- Left at Metro-Tech Conf. Business Center Entrance

From I-44

- Exit on ML King Ave.
- South 1.5 mi, past Springlake Dr.
- Right at Metro-Tech Conf. Business Center Entrance

NAME (please print)	POSITION/ YEARS IN LTC	COURSE DATE**	REGISTRATION FEE** EARLY \$425 Late \$475
MEMBER DISCOUNT CODE:			TOTAL:

* Visit www.LeadinAgeOK.org for available course dates. **See "Registration Fees" for details. **Registration includes lunch.**
 Please make check payable to: LeadingAge Oklahoma. Mail to P.O. Box 1383, El Reno, OK 73036.

Enhancing Lives Through Knowledge, Leadership & Compassion **Sponsored by: LeadingAge Oklahoma**
 Metro-Tech Conference Center, Oklahoma City, OK

FACILITY: _____ PHONE: _____
 ADDRESS, CITY, STATE, ZIP: _____
 E-MAIL ADDRESS: _____