



Introduction to Human Resources for Long-Term Care Providers

NEW DATE August 6, 2024 • 1–2 p.m. CT

www.LeadingAgeIowa.org/IntrotoHR

Whether you're a new administrator, a department manager who was promoted from within, or an office manager in charge of human resources, you likely struggle to identify what you can or can't do related to hiring, disciplinary action, and reasonable accommodations. Please know, you're not alone!

The Introduction to Human Resources for Long-Term Care Providers webinar is a one-hour program that will review what must be completed before an individual is hired, tips on compliance with Civil Rights laws, anti-discriminatory practices, and so much more.

- Incorporate strategies for pre-employment screening and interviewing processes for personnel.
- Identify requirements for criminal background checks, abuse registry checks, license/certification verification, and occupational health.
- Define the ADA and Civil Rights laws as well as best practices to prevent potential litigation.

Event Schedule

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Who Should Attend

Administrators, Assisted Living Directors, and mid-level managers from across the long-term care continuum.

Faculty

Krissy Gilbreth, Human Resources Director, Oaknoll Retirement Residence, Iowa City

Krissy Gilbreth graduated summa cum laude from Columbia Southern University, majoring in Human Resources. She began her career in 2005 with Oaknoll Retirement Residence as the Administrative Assistant in the Health Center. In 2007, Krissy took a position in Minnesota, serving as a Trainer for a large corporation and moved back to the Iowa City area in 2012. Krissy was welcomed back to Oaknoll 11 years ago and is now their Human Resources Director.

Continuing Education Information

Nursing Home Administrators: 1.0 contact hour is intended to meet the criteria established by the Iowa Board of Examiners for Nursing Home Administrators for participants who attend this session in its entirety. Partial credit for individual sessions will not be granted. To receive contact hours or a certificate of attendance, you must attend the entire session. Retain certificate for four years.

LAI Assisted Living Leadership Recertification: 1.0 contact hour will be available for participants who attend this session in its entirety. Partial credit for individual sessions will not be granted. To receive contact hours or a certificate of attendance, you must attend the entire session.

For other long-term support and service provider professional not listed above: Most licensure boards, credentialing agencies and professional organizations have processes that allow individuals to earn a certain number of CEUs for non-preapproved programs and/or to accommodate self-submission for approval of continuing education hours after the event takes place with proper documentation from the program sponsors. It is up to the discretion of the licensee to choose relevant sessions and self-report. Generic certificates of attendance will be provided.

Registration & Other Information

Register at www.LeadinAgeIowa.org/IntrotoHR.

LeadingAge Iowa Member Individual Rate \$50

Prospective Member Individual Rate \$95

What's Included

Registration fee includes digital handouts, one connection to the live webinar, and instructions for receiving CE credit/attendance certificate for one person. A recording of this webinar will be made available upon request for 2 weeks following the webinar (no CE credit/attendance certificates will be issued for viewing the recording).

Cancellation/Refund Policy

There will be no refunds approved for this webinar. Registered attendees who miss the live webinar can request the recording within 2 weeks following the webinar.

Go to www.LeadinAgeIowa.org/VPCodeofConduct to view the LAI Virtual Programs Code of Conduct.

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