

- There is **no charge** to attend a Webinar.
- **All times are Eastern Time Zone.**
- If you do not receive an invitation to a Webinar you would like to attend, email Webinars@Hi-TechSoftware.com to have your email address added to that application group.

Topic Code (TC) and Topic

- 1 Clinical Nursing, Residential Care, Assisted Living
- 2 Clinical Specific to Nursing Care
- 3 Clinical Specific to Residential Care and Assisted Living
- 4 Resident Accounting
- 5 General Accounting
- 6 Resident Trust 7 Therapy 8 Interfaces

August 2010

Date	Day	Time	Mins	TC	Presenter	Topic *Offered within the previous 3 Months
8/4	Wednesday	10:30 am	60	1,4,6	Claire	<p>Resident Trust: Track your residents' personal funds electronically. Make deposits and withdrawals and print statements.</p> <p>This Webinar is designed for clients who do not yet use the Resident Trust System and would like to begin.</p> <p>NOTE: If you use the Hi-Tech Resident Accounting or Clinical Records System you can use Resident Trust for no additional licensing or support fees. Use your Hi-Q points for set up and training.</p>
8/4	Wednesday	2 pm	30	4, XB, HX	Claire	Questions and Answers on the New MIHMS System
8/12	Thursday	11 am	30	6	Claire	<p>Resident Trust Check Writing: Discover one of the newest features of the Resident Trust Accounting System. If you do not yet print checks from Resident Trust Accounting, join us and find out more.</p>
8/12	Thursday	2 pm	60	1	Claire	<p>Physician Orders: From entering orders to printing Medication Records. Learn the variety of order input options and how to print Physician Orders to send with residents to physician or ER visits.</p> <p>Learn to include specific information on each resident's Med Sheet, i.e. Code Status or "May Use Attached Standing Orders".</p> <p>Discover which report helps you verify the accuracy of residents' Medication Sheets before you print them for the next month.</p>
8/24	Tuesday	10 am	45	5	Kris	<p>Accounts Payable Overview: Learn to enter and pay invoices, and how to use the many reporting features.</p>
8/24	Tuesday	2 pm	30	1	Kris	<p>Edit Medical Record: Learn to use this record to its fullest potential.</p>
8/26	Thursday	10 am	30	2	Kris	<p>QA for MDS: Learn to compare data from your MDS and extract MDS information for Survey and Reporting needs.</p>
8/26	Thursday	2 pm	30	1	Kris	<p>Clinical Records Custom Reporting: Learn to design reports on information in your residents' Electronic Medical Records.</p>

See September schedule on the next page.

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September 2010

Date	Day	Time	Mins	TC	Presenter	Topic *Offered within the previous 3 Months
9/2	Thursday	11 am	60	2	Claire	MDS 3.0: Review the new menus that allow you to process both MDS 2.0 and MDS 3.0 assessments. Learn how to record the MDS 3.0. NOTE: Hi-Tech will also host workshops to review the new processes.
9/2	Thursday	2 pm	60	1	Claire	Clinical Calendar: Learn to schedule your residents' appointments, Medication Renewals and much more through the Clinical Records System. Managers can learn to view the calendar to verify that necessary items have been scheduled. Require notation that events are completed, and view reports that show what has been done, or what was overlooked.
9/8	Wednesday	11 am	45	1	Claire	Resident Notes: Learn to add Notes to residents' records from many different locations in the Medical Record. With the MDS 3.0 you will be able to add notes to each section of the assessment while you input the data. Join us to become familiar with how the Notes features function.
9/8	Wednesday	2 pm	60	2	Claire	*MDS 3.0: Review the new menus that allow you to process both MDS 2.0 and MDS 3.0 assessments. Learn how to record the MDS 3.0. NOTE: Hi-Tech will also host workshops to review the new processes.
9/10	Friday	10 am	45	5	Connie	Accounts Payable: This webinar is intended for the newer user, but all users are welcome. We will demonstrate how to: <ul style="list-style-type: none"> • Void AP checks • Split an AP invoice before/after posting transaction • Print a Demand Check • Record Prepaid/EFTs • Change an invoice amount after posting the transaction • Continue to print checks after a printer failure • Print labels
9/16	Thursday	10 am	30	5	Connie	General Ledger - Budgeting: Learn to export the prior year budget and import it to the New Year Budget program.
9/23	Thursday	10 am	45	5	Connie	General Ledger & Accounts Payable End of Year Processing: This Webinar is a <i>must</i> for the <i>new</i> user, and we encourage experienced users to attend. We will cover the following: <ul style="list-style-type: none"> • The necessary steps to set up a new fiscal year • How to record invoices in the current and next fiscal years • How to make adjustments
9/23	Thursday	2 pm	30	4	Connie	Resident Accounting: MCR A / MCR C Billing with the MDS 3.0 and RUG IV categories: We encourage users with <i>all levels of expertise</i> to attend this Webinar.