

Optional Training Day Registration – Fees Associated

Wednesday, April 24th, 2013 9:00 a.m. to 5:30 p.m.

- All Day Access Pass – Wednesday - Allows attendee to participate in any and ALL sessions throughout the day – **12** sessions offered in various timeslots throughout the day
 - Associated Fee: \$550 (\$450 early bird fee if registered by February 28th, 2013) for the day, includes snacks and beverages throughout the day, as well as breakfast and lunch

Training Registration Information

The flat rate fee of \$550 (\$450 early bird) allows the registered individual to attend any and all offered sessions. Two sessions will be offered in 90 minute intervals, throughout the day. Continental Breakfast and Lunch are included on this day as well! Just simply fill out the registration information below. These classes are limited in size, so register early to secure your place!

Early Bird Registration: If you register by February 28th, 2013, we will honor last year's rate reflected as a \$100 discount.

Attendee Name(s)	Dollar Amount	=	Total Amount	For Office Use Only
	\$550.00	=		Early Bird
	\$550.00	=		Early Bird
	\$550.00	=		Early Bird
	\$550.00	=		Early Bird
Total				
Payment Information – Check/Money Order/Cash				
<input type="checkbox"/> Check - enclosed <input type="checkbox"/> Money Order – enclosed				
Credit Card Information				
Type of Card: <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> American Express				
Name on Credit Card	Number		Expiration Date	
Billing Address				
Authorized Signature			Date	

Training Cancellation Policy - Training fees are non-refundable after the conference begins. If you wish to cancel registration for a training session that you have reserved, please contact Gail Zainfeld at (800)520-2325, prior to March 15th. After March 15th, only 50% of your fees will be refunded.

Please tell us the classes you are interested in attending. If there are classes you would like us to considering adding to the schedule, let us know in the space provided!

Fastrack Boot Camp

- Navigation options, general overview of system structure and streamlining modules - such as Pharmacy and HME Work Order management - will be presented. Recurring Order Scheduling and Refill Management options.

Documentation Templating in Fastrack

- How to setup Assessments, Progress Note Templates (RX Text Templates), Care planning and custom forms and more.

Getting the Most Out of the Business Intelligence Module

- How to configure your own version of our cubes, review of each type of cube and general navigation tips and techniques

Aligning the Configurable Stars in Fastrack

- Training on the critical key configuration flags that affect billing. IV/HME and HHA considerations will be presented. (Oxygen flags, PA's, Daily Billing flags, Tax, UM products, pricing heirarchy considerations, and custom forms linking, etc.)

CMN and Other Documentation Tracking for Billing Success

- Understanding setup and linking of documentation and how holds work in conjunction with RX entries, CMN generation, PA's and other documentation requirements in order to successfully bill.

Making Life Easier - Utilities you can use in Fastrack

- HCPC update utility, Assessment uploads utility, Doctor Import utility, Insurance Import utility, PECOS utility, copy options and more! (serial number utility, Start of Care changes)

Denial and Accounts Receivable Management

- Setup of AR collections module, resubmissions and how to manage, Open Items Changes versus Patient AR inquiry.

Other Modules in Fastrack

- PO entries and associated functionality, Point of Sale setup and options, Scheduling of Recurring Supply Orders and overview of features

Other _____
