

Healthcare Basic Compliance Academies



Building or expanding an effective healthcare compliance program starts with understanding the fundamentals. During this three-and-a-half-day academy, you'll get to the heart of a basic compliance program, learn from industry experts, and meet other compliance professionals with real-world experiences to share. Participation is limited to 75 participants.

hcca-info.org/academies

Questions? skTyler.sanderson@corporatecompliance.org

2019

- Orlando • Jan 21–24 **SOLD OUT**
- Scottsdale • Feb 4–7 **SOLD OUT**
- Chicago • Mar 18–21 **SOLD OUT**
- San Diego • Apr 15–18 **SOLD OUT**
- Minneapolis • May 13–16 **SOLD OUT**
- Washington DC • Jun 3–6 **SOLD OUT**
- New Orleans • Jun 17–20 **LIMITED SEATS**
- Denver • Jul 22–25 **LIMITED SEATS**
- New York • Aug 5–8 **LIMITED SEATS**
- Charleston • Aug 12–15
- Indianapolis • Sep 9–12
- Anaheim • Sep 30–Oct 3
- Orlando • Oct 21–24
- Las Vegas • Nov 18–21
- Houston • Dec 2–5
- Nashville • Dec 16–19



About the Healthcare Basic Compliance Academies

Our Healthcare Basic Compliance Academies help you get to the heart of healthcare compliance practice. These in-depth training sessions give you the tools you need to effectively manage compliance programs at your organization.

Who Should Attend?

Our academies are designed for participants with basic knowledge of and professional experience in healthcare compliance. This includes compliance officers, internal auditors, data privacy personnel, regulatory compliance specialists, and in-house or external compliance lawyers.

Why Should You Attend?

More than 9,500 compliance professionals have turned to our Basic Compliance Academies to learn the best and leading practices in healthcare compliance and ethics management. Our Academies are not conferences. Instead, they provide in-depth, classroom-style training in healthcare compliance along with great networking opportunities.

The HCCA Basic Compliance Academies also:

- Cover the core healthcare compliance training you need, including policies and procedures, effectiveness and evaluation, HIPAA privacy and security, risk assessment, auditing and monitoring, Stark and anti-kickback, and internal and external investigations
- Are taught by compliance professionals, hand-selected for their experience and teaching skills
- Limit enrollment to 75 participants per academy, ensuring personal interaction with our expert faculty
- Provide opportunities to network with both faculty and peers at a networking dinner and during training breaks.

What Will You Receive?

Course materials are provided onsite on the first day of the Academy. This includes a binder that contains all course materials.

2019 attendees will also receive a free copy of *Compliance 101* (normally \$70).



Faculty



Janis Anfossi, JD, MPH, CHC, CHPC
Senior Fellow in Residence – Center for Compliance Studies,
Loyola University Chicago School of Law



Dwight Claustre, CHC-F, CHRC, CHPC
President/CEO, Healthcare Compliance Professional, LLC



Darrell Contreras, Esq., LHRM, CHC-F, CHRC, CHPC
Chief Compliance Officer, Millennium Health



Lea Fourkiller, JD, CHC, CCEP, CCEP-I, CHPC
Managing Director, Ankura Consulting Group



Gabe Imperato, Esq., CHC
Partner, Nelson Mullins Broad and Cassel



Ryan Meade, JD, CHRC, CHC-F
Director of Regulatory Compliance Studies,
Loyola University Chicago School of Law



Teri L. Morris, RN, BSN, CHC
Director of Quality/Patient Safety, Cherokee Indian Hospital



Steven W. Ortquist, Esq., CHC-F, CCEP, CHRC
President, Arete Compliance Solutions;
Of Counsel, Meade Roach & Annulis



Debbie Troklus, CHC-F, CCEP-F, CCEP-I, CHRC, CHPC
Senior Managing Director, Ankura Consulting Group



Sheryl Vacca, CHC-F, CCEP-F, CCEP-I, CHRC, CHPC
Chief Risk Officer, Providence St. Joseph Health



Betsy Wade, CHC
Corporate Compliance Officer, Signature HealthCARE

PLEASE NOTE: Faculty is subject to change.

Becoming Certified

Why do people add JD, MBA, or CPA after their name? Because they know those initials add credibility. Become Certified in Healthcare Compliance (CHC)[®] by taking the optional exam on the last day of the Academy.

More than 6,200 compliance professionals around the world have earned a CHC designation. By taking and passing the certification exam, you will not only join this distinguished group, but also help to further the development of the healthcare compliance profession.

Learn More

Please visit hcca-info.org to learn more about the Healthcare Compliance Academies and HCCA's other programs.

To receive CHC certification, you will need:

- At least one year of full-time experience in the profession or 1,500 hours within the past two years
- 20 hours of continuing education units (CEUs) in compliance within the 12 months prior to your exam date; the Basic Compliance Academy can provide all the credits you need, although it is not a preparation class for the exam itself
- A passing score on the CHC certification exam.

The exam is optional and a separate application and fee is required. For more information, visit compliancecertification.org and click on the "CHC" tab.

Academy Questions?

skyler.sanderson@corporatecompliance.org

HCCA is in the process of applying for additional external continuing education units (CEUs). Should overall number of education hours decrease or increase, the maximum number of CEUs available will be changed accordingly. Credits are assessed based on actual attendance and credit type requested. Approval quantities and types vary by state or certifying body. For entities that have granted prior approval for this event, credits will be awarded in accordance with their requirements. CEU totals are subject to change. Upon request, if there is sufficient time and we are able to meet their requirements, HCCA may submit this course to additional states or entities for consideration. Only requests from registered attendees will be considered. If you would like to make a request, please contact us at 952.988.0141 or 888.580.8373 or email ccb@compliancecertification.org. Visit HCCA's website, hcca-info.org, for up-to-date information.

AAPC: This program has the prior approval of the AAPC for 24.0 continuing education hours. Granting of prior approval in no way constitutes endorsement by AAPC of the program content or the program sponsor.

ACHE: The Health Care Compliance Association is authorized to award 29.0 clock hours of pre-approved ACHE Qualified Education credit for this program toward advancement, or recertification, in the American College of Healthcare Executives. Participants in this program who wish to have the continuing education hours applied toward ACHE Qualified Education credit must self-report their participation. To self-report, participants must log into their MyACHE account and select ACHE Qualified Education Credit.

AHIMA: This program has been approved for a total of 24.0 continuing education unit(s) (CEUs). The CEUs are acceptable for use in fulfilling the continuing education requirements of the American Health Information Management Association (AHIMA). Granting prior approval from AHIMA does not constitute endorsement of the program content or its program sponsor.

CCB: The Compliance Certification Board (CCB)[®] has awarded a maximum of 29.1 CEUs for these certifications: Certified in Healthcare Compliance (CHC)[®], Certified in Healthcare Compliance–Fellow (CHC-F)[®], Certified in Healthcare Privacy Compliance (CHPC)[®], Certified in Healthcare Research Compliance (CHRC)[®], Certified Compliance & Ethics Professional (CCEP)[®], Certified Compliance & Ethics Professional–Fellow (CCEP-F)[®], and Certified Compliance & Ethics Professional–International (CCEP-I)[®].

CLE: The Health Care Compliance Association is a provider/sponsor, approved/accredited by the State Bar of California, the Pennsylvania Bar Association, and the State Bar of Texas. An approximate maximum of 24.25 clock hours of Continuing Legal Education (CLE) credit will be available to attendees of this conference licensed in these states, along with Alabama, Florida, Georgia, Illinois, Ohio, and Rhode Island. HCCA's practice is to apply for CLE credits to the state in which the event is being held, if that state has a CLE approval process for sponsors. Upon request, if there is sufficient time and if we are able to meet their CLE requirements, HCCA may submit this course to additional states for consideration. All CLE credits will be assessed based on actual attendance and in accordance with each state's requirements.

NASBA/CPE: The Health Care Compliance Association is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE sponsors, Sponsor Identification No: 105638. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.nasbaregistry.org. The education level for this activity is considered basic. No prerequisites are required for this education. Delivery Method: Group Live. Advanced Preparation: None. A recommended maximum of 29.0 credits based on a 50-minute hour will be granted for this activity. This program addresses topics that are of a current concern in the compliance environment and is a group-live activity in the recommended field of study of Specialized Knowledge and Application. For more information regarding administrative policies such as complaints or refunds, call 888.580.8373 or 952.988.0141.

Nursing Credit: The Health Care Compliance Association is preapproved by the California Board of Registered Nursing, Provider Number CEP 14593, for a maximum of 29.1 contact hour(s). The following states will *not* accept California Board of Registered Nursing contact hours: Delaware, Florida, New Jersey, and Utah. Massachusetts and Mississippi nurses may submit California Board of Registered Nursing contact hours to their state board, but approval will depend on review by the board. Please contact the Accreditation Department at ccb@compliancecertification.org with any questions you may have. Oncology nurses who are certified by ONCC may request California nursing credit (check box or indicate "Nursing" on the CEU form).

CEU Questions?

Contact us at 888.580.8373 or ccb@compliancecertification.org.

HCCAnet Study Groups

Join one of HCCAnet's study groups to help prepare yourself for a certification exam. Post questions, share your insights, and network with other compliance professionals who have taken—or are preparing to take—the CHC exam.

To join the CHC Candidate Group for healthcare compliance and ethics, go to hcca-info.org/hccanet to get started. Login to your account via the "Login" button on the upper right corner of the page. Click on "Communities"; select "All Communities"; then scroll down to locate the "CHC Candidate Group" and click the "Join" button.

With more than 16,000 members, HCCAnet is the official social network of the Health Care Compliance Association, and is free to join.

HCCAnet[®]
hcca-info.org/hccanet



Get CHC Certified — Be recognized

...for your experience and knowledge in healthcare compliance

Take advantage of the opportunity to sit for the CHC exam on the last day of the Academy. The CHC exam requires advance application and payment separate from the Academy. To learn more, visit compliancecertification.org and click on "CHC".

CHC[™]
CERTIFIED IN HEALTHCARE
COMPLIANCE

MONDAY

7:30 – 8:00 AM	Registration and Continental Breakfast <i>(provided)</i>
8:00 – 8:15 AM	Welcome / Introduction
8:15 – 10:15 AM	<p>Introduction to Healthcare Compliance</p> <p>Introduction to Compliance Practice provides a basic introduction to healthcare compliance and compliance programs. It covers the seven essential elements of a compliance program and reviews the organizational steps necessary to implement a successful compliance program. The laws, rules, and regulations pertinent to compliance programs are introduced. Challenges confronting compliance officers are discussed.</p>
10:15 – 10:30 AM	Break
10:30 AM – 12:15 PM	<p>Compliance Oversight and Infrastructure</p> <p>This course is designed to help compliance professionals understand the components of an effective compliance infrastructure. Discussed is implementation of a compliance program, selection of qualified staff, budgeting for compliance and the overall structure of the office. Time is spent discussing the various positions needed and the qualifications for each. The auditing position along with qualifications (coding credentials) is discussed. A compliance professional should be able to use what is taught in this course to design an adequate structure to facilitate an effective compliance program.</p>
12:15 – 1:15 PM	Lunch <i>(provided)</i>
1:15 – 2:45 PM	<p>Standards, Policies, and Procedures</p> <p>Compliance-related policies which are current to—and meet the intent of—regulatory requirements and organizational expectations are the cornerstone of an effective compliance program. They provide staff with operational guidance on dealing with compliance related functions and provide the structure to establish a working program as well as a mechanism to initiate a periodic review of such policies related to compliance with applicable regulatory requirements. Understanding the differences between policy and procedures—as well as what are the essential components of compliance policies— also assists the participant in developing, implementing, and evaluating the adequacy of their compliance program policies.</p>
2:45 – 3:00 PM	Break
3:00 – 5:00 PM	<p>HIPAA Privacy and Security</p> <p>This session is a detailed review of the HIPAA Privacy and Security regulations. The discussion is focused on the primary components of each set of regulations so the audience will have a basic understanding of these regulations and be able to apply this knowledge to their daily compliance activities.</p>

TUESDAY

7:30 – 8:00 AM	Continental Breakfast <i>(provided)</i>
8:00 – 8:15 AM	CHC Certification Discussion
8:15 – 10:00 AM	<p>Risk Assessment and Internal Controls</p> <p>If there were an eighth key element of compliance program guidance, risk assessment would be it. In this session, participants will learn what risk is and how it can be assessed, who should be involved in risk assessments, ways to identify risk areas, and what to do with the results of a risk assessment.</p>
10:00 – 10:15 AM	Break
10:15 AM – 12:00 PM	<p>Routine Auditing and Monitoring</p> <p>Auditing and Monitoring is a critical element in any compliance program. In this session, participants will learn about the basic components of Auditing and Monitoring including different considerations for developing an audit, examples of reporting formats to communicate auditing and monitoring results and developing a compliance audit plan and soliciting management’s involvement in that plan.</p>
12:00 – 1:00 PM	Lunch <i>(provided)</i>
1:00 – 2:45 PM	<p>Education and Training</p> <p>This course is designed to aid the participant in understanding adult learning techniques, effective teaching styles, topics of interest, and evaluation of the educational programs. An in-depth discussion centers on adult learning and how to design the classroom for retention. Also discussed is the adequate length of sessions, who should be included, physicians working with coders, and how often training should be held. The class designs and participates in skits demonstrating effective training techniques focusing on compliance-related topics.</p>
2:45 – 3:00 PM	Break
3:00 – 4:45 PM	<p>Organizational Ethics</p> <p>The HCCA Code of Ethics sets an important standard for those doing compliance and ethics work in the healthcare field. In this class you will learn about such points as:</p> <ul style="list-style-type: none"> • What are the duties we, as professionals, owe to the public, our clients and the profession? • What do we do when confronted with misconduct? • What is our duty to keep the board informed? • How do we deal with limits placed on our professional judgment?
5:30 PM	Networking Dinner <i>(optional)</i>

WEDNESDAY

8:00 – 8:30 AM	Continental Breakfast <i>(provided)</i>
8:30 – 10:00 AM	<p>Conflicts, Discipline, and Incentives</p> <p>The discussion will focus on the nature of conflicts of interest and the various healthcare areas where conflicts of interest are of particular interest, including regulatory oversight, industry guidance, and other documents that impact compliance professionals' oversight of this area.</p>
10:00 – 10:15 AM	Break
10:15 AM – 12:00 PM	<p>Stark and Anti-Kickback</p> <p>The Anti-Kickback and Stark laws are at the heart of every healthcare organization's compliance program—severe civil and even criminal penalties can result from compliance failures involving these important healthcare legal requirements. This session provides an overview of each law including discussion of recent enforcement actions, discusses similarities and differences in the two laws, and discusses strategies that can be implemented to promote compliance.</p>
12:00 – 1:00 PM	Lunch <i>(provided)</i>
1:00 – 2:45 PM	<p>Enterprise-Wide Billing and Reimbursement</p> <p>The healthcare business continues to become more complex with its many rules and regulations as healthcare costs continue to climb. The enterprise-wide billing reimbursement across the continuum curriculum provides compliance officers with a basic understanding of Medicare and Medicaid services and healthcare claims submission. The class covers basic compliance terminology as it relates to Evaluation and Management (E & M) code selection and billing terms; presents information on compliance billing risk areas that have been identified by the Office of Inspector General (OIG); and provides an overview of government activities to combat healthcare fraud and abuse.</p>
2:45 – 3:00 PM	Break
3:00 – 4:45 PM	<p>Internal and External Investigations</p> <p>This session identifies the many government agencies that can be involved in an investigation of a healthcare provider. It also provides in-depth discussion of the many factors that compliance professionals and their organizations must consider before, during, and after an internal investigation. It addresses the use of experts and consultants, and provides details about the attorney-client privilege and attorney work product doctrine. It offers practical advice on how to conduct investigations.</p>

THURSDAY

7:30 – 8:00 AM	Continental Breakfast <i>(provided)</i>
8:00 – 9:30 AM	<p>Legal Issues, Risk Factors, and Disclosure Issues</p> <p>This session focuses on the legal risks involved in compliance functions (in the circumstances of doing the right thing, and not doing so). It also addresses voluntary disclosures and the government's expectations when providers identify instances of non-compliance. The session is practical and oriented toward addressing the many considerations that compliance professionals must address when designing, implementing, and practicing compliance functions, policies, and procedures.</p>
9:30 – 9:45 AM	Break
9:45 – 11:30 AM	<p>Effectiveness and Evaluation</p> <p>Since the early 1990s government agencies have indicated that credit would be given in the context of criminal and civil law enforcement actions to organizations that operate effective compliance programs. This session provides a historical review of what various government agencies consider when determining what makes a compliance program effective, reviews industry research and best practices related to effectiveness and evaluation, and discusses methodologies for evaluating and measuring the effectiveness of a compliance program.</p>
11:30 AM	Academy Ends
12:45 PM	CHC Exam Check-In Time
1:00 – 4:30 PM	<p>Exam Time — Certified in Healthcare Compliance (CHC)[®] <i>(optional)</i></p> <p>The CHC exam is optional. You must apply and pay for the exam separately from the Academy. To apply online, visit: hcca-info.org/Certification/ApplyforCCBCertification.aspx. PLEASE NOTE: If you are not present at the specified "Exam Check-in Time" as listed above, and as determined by the exam proctor, you will not be allowed to sit for the exam. Actual exam duration is 120 minutes, per the Candidate Handbook. The time range, listed at left, includes mandatory exam procedures and proctor instructions.</p>

PLEASE NOTE: Agenda is subject to change.

Healthcare Basic Compliance Academies and optional CHC exams are held at the locations listed below. The costs of hotel accommodations are not included in your conference registration fee. The hotel room rate listed for each Academy is good until the cutoff date indicated or until the room block is full, whichever comes first. Reservations received after the cutoff date or after the room block is full will be accepted based on space and rate availability. Please note that parking and Internet service charges are set by the hotel and may be subject to change.

NOTICE: Neither HCCA nor any hotel it is affiliated with will ever contact you to make a hotel reservation. If you receive a call soliciting reservations on behalf of HCCA or the event, it is likely from a room poacher and may be fraudulent. We recommend you make reservations directly with the hotel using the phone number or web link in this brochure. If you have concerns or questions, please contact 888.580.8373.

Orlando, FL • January 21–24

Hilton Orlando Lake Buena Vista
1751 Hotel Plaza Boulevard, Lake Buena Vista, FL 32830
A reduced rate of \$229 per night (plus taxes and state fees) for single/double occupancy has been arranged. To make reservations, visit bit.ly/bca012119 or call 800.782.4414 and mention the group code HCA to receive the group rate. All reservations must be guaranteed with a major credit card. If you do not cancel your reservation within 5 days prior to the date of arrival, the hotel will charge the credit card one night's room fee plus any applicable taxes. The cutoff date to receive the group rate is Friday, December 21, 2018 or when the room block is full, whichever comes first.

Scottsdale, AZ • February 4–7

Hotel Valley Ho
6850 East Main Street, Scottsdale, AZ 85251
A reduced rate of \$239 per night (plus applicable taxes; currently 13.92%; subject to change) for single/double occupancy has been arranged. Basic guest room Internet is included. To make reservations, visit bit.ly/bca020419 or call 877.587.8013 and ask for the Health Care Compliance Association (HCCA) or Healthcare Compliance Basic Academy group rate. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. If you do not cancel your reservation within 48 hours of date of arrival the hotel will charge the credit card one night's room fee plus any applicable taxes. The cutoff date to receive the group rate is Thursday, January 3, 2019 or when the room block is full, whichever comes first.

Chicago, IL • March 18–21

Hyatt Centric Chicago Magnificent Mile
633 North Saint Clair Street, Chicago, IL 60611
A reduced rate of \$129 per night (plus applicable taxes; currently 17.4%; subject to change) for single/double occupancy has been arranged. Basic guest room Internet and access to the fitness center and pool are included. To make reservations, visit bit.ly/bca031819 or call 888.591.1234 and ask for the Healthcare Compliance or HCCA group rate. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. Cancellation must be received 72 hours prior to arrival or one night room plus applicable fees will be assessed. The cutoff date to receive the group rate is Monday, February 25, 2019 or when the room block is full, whichever comes first.

San Diego, CA • April 15–18

The US Grant
326 Broadway, San Diego, CA 92101
A reduced rate of \$225 per night (plus taxes and state fees—currently 10.5%—as well as a 2% tourism fee, and a .27% assessment fee; subject to change) for single/double occupancy has been arranged. To make reservations, visit bit.ly/bca041519 or call 866.837.4270 and ask for the HCCA or HCCA Basic Compliance Academy group rate. All reservations must be guaranteed with a major credit card. Reservations must be cancelled not later than 72 hours prior to intended arrival in order to avoid forfeiture of deposit or cancellation charges. The cutoff date to receive the group rate is Friday, March 22, 2019 or when the room block is full, whichever comes first.

Minneapolis, MN • May 13–16

Hyatt Regency
3200 East 81st Street, Bloomington, MN 55425
Reduced rates of \$155 per night for single occupancy and \$165 per night for double occupancy (plus applicable taxes; currently 14.525%; subject to change) have been arranged. Guest room Internet, parking, Minneapolis airport shuttle, and Mall of America shuttle are included. To make reservations, visit bit.ly/bca051319 or call 800.233.1234 and request the HCCA Basic Compliance Academy group rate. The cutoff date to receive the group rate is Friday, April 22, 2019 or when the room block is full, whichever comes first.

Washington, DC • June 3–6

Grand Hyatt Washington
1000 H Street Northwest, Washington, DC 20001
A reduced rate of \$259 per night (plus applicable taxes and taxes; currently 14.8%; subject to change) for single/double occupancy has been arranged. Included in your room rate is standard wireless Internet in guestrooms and use of the fitness center. To make reservations, visit bit.ly/bca060319 or call 800.233.1234 and request the HCCA Basic Compliance Academy group rate. The cutoff date to receive the group rate is Monday, May 6, 2019 or when the room block is full, whichever comes first.

New Orleans, LA • June 17–20

Windsor Court Hotel
300 Gravier Street, New Orleans, LA 70130
A reduced rate of \$215 per night (plus applicable taxes—currently 14%, 1.75% assessment fee, and an occupancy tax of \$2.00 per accommodation, per day; subject to change) for single/double occupancy has been arranged. Basic guest room Internet is included. To make reservations, visit bit.ly/bca061719 or call 800.262.2662 and indicate that you are affiliated with the HCCA Basic Compliance Academy. All reservations must be guaranteed with a major credit card. The cutoff date to receive the group rate is Friday, May 24, 2019 or when the room block is full, whichever comes first.

Denver, CO • July 22–25

Grand Hyatt Denver
1750 Welton Street, Denver, CO 80202
Reduced rates of \$239 per night for single occupancy and \$264 per night for double occupancy (plus applicable taxes; currently 15.75%; subject to change) have been arranged. To make reservations, visit hyatt.com and, under the Corporate or Group Code section, enter G-HCCA; or, call Hyatt's Central Reservations at 800.233.1234 and mention the group code G-HCCA. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. The cutoff date to receive the group rate is Monday, July 1, 2019 or when the room block is full, whichever comes first.

New York, NY • August 5–8

Crowne Plaza Times Square Manhattan
1605 Broadway, New York, NY 10019
Reduced rates of \$249 per night for a traditional king or \$269 per night for two double beds (plus applicable taxes—currently 8.875%—as well as NY State Tax, 5.875% NY City Tax, and Occupancy Tax/Javits Center Fees; subject to change) for single/double occupancy have been arranged. Basic guest room Internet and access to the New York Sports Club (located in the hotel) are included. To make reservations, visit bit.ly/bca080519 or call 888.233.9527 and ask for the Healthcare Compliance or HCCA group rate. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. The cutoff date to receive the group rate is Thursday, July 11, 2019 or when the room block is full, whichever comes first.

Charleston, SC • August 12–15

Belmond Charleston Place
205 Meeting Street, Charleston, SC 29401
A reduced rate of \$209 per night (plus applicable taxes; rates are subject to a \$2.00 destination marketing fee plus state and local taxes, currently totaling 14%) for single/double occupancy has been arranged. Basic guest room Internet is included. To make reservations, email grouppres.cph@belmond.com or call 800.831.3490 and ask for the Healthcare Compliance or HCCA group rate. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card, which will be forfeited if the reservation is cancelled less than 7 days prior to arrival. The cutoff date to receive the group rate is Friday, July 19, 2019 or when the room block is full, whichever comes first.

Indianapolis, IN • September 9–12

Omni Severin Hotel
40 West Jackson Place, Indianapolis, IN 46225
A reduced rate of \$194 per night (plus applicable taxes; currently 17%; subject to change) for a Deluxe Guestroom with single/double occupancy has been arranged. To make reservations, visit bit.ly/bca090919 or call 800.843.6664 and ask for the HCCA Basic Compliance Academy group rate. All reservations must be guaranteed with a major credit card. The cutoff date to receive the group rate is Friday, August 16, 2019 or when the room block is full, whichever comes first. All cancellations must be received 72 hours prior to arrival or they will be subject to one night room and tax cancellation fee.

Anaheim, CA • Sep 30–Oct 3

Sheraton Park Hotel at the Anaheim Resort
1855 South Harbor Boulevard, Anaheim, CA 92802
A reduced rate of \$174 per night (plus applicable taxes; currently 17.228%; subject to change) for a traditional room with single/double occupancy has been arranged. To make reservations, visit bit.ly/bca093019 or call 866.837.4197 and ask for the HCCA Basic Compliance Academy group rate. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. The cutoff date to receive the group rate is Friday, September 18, 2019 or when the room block is full, whichever comes first.

Orlando, FL • October 21–24

Loews Royal Pacific Resort
6300 Hollywood Way, Orlando, FL 32819
A reduced rate of \$209 per night (plus applicable taxes) for single/double occupancy has been arranged. Basic guest room Internet is included. To make reservations, visit bit.ly/bca102119 or call 833.243.4729 and ask for the HCCA Basic Compliance Academy group rate. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. The cutoff date to receive the group rate is Friday, September 27, 2019 or when the room block is full, whichever comes first.

Las Vegas, NV • November 18–21

The Cosmopolitan of Las Vegas
3708 Las Vegas Boulevard South, Las Vegas, NV 89109
A reduced rate of \$209 per night (plus applicable taxes; currently 13.38%; subject to change) for single/double occupancy has been arranged. To make reservations, visit bit.ly/bca111819 or call 855.435.0005 and reference the group code SHCCA9. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. The cutoff date to receive the group rate is Monday, October 28, 2019 or when the room block is full, whichever comes first.

Houston, TX • December 2–5

Hilton Houston Post Oak by the Galleria
2001 Post Oak Boulevard, Houston, TX 77056
A reduced rate of \$159 per night (plus taxes and state fees; currently 17%, subject to change) for single occupancy has been arranged. To make reservations, please call 800.HILTONS and ask for the HCCA or HCCA Basic Compliance Academy group rate. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. Reservations must be cancelled no later than 72 hours prior to intended arrival in order to avoid a cancellation charge of 1 night's room plus tax. The cutoff date to receive the group rate is Thursday, November 7, 2019 or when the room block is full, whichever comes first.

Nashville, TN • December 16–19

Hilton Nashville Downtown
121 4th Avenue South, Nashville, Tennessee 37201
A reduced rate of \$239 per night (plus taxes and state fees; currently 15.25% plus \$2.50 occupancy tax, subject to change) for single/double occupancy has been arranged. To make reservations, visit bit.ly/bca121619 or call 615.620.1000 and use the group code HCCA. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. Cancellations must be received at least 48 hours prior to arrival in order to obtain a refund on the deposit. The cutoff date to receive the group rate is Friday, October 25, 2019 or when the group room block is full, whichever comes first.

Contact Information (please type or print)

Mr. Mrs. Ms. Dr.

Member/Account Number (if applicable/known)

First Name MI

Last Name

Credentials

Job Title

Organization (name of employer)

Street Address (post office boxes not acceptable)

City/Town

State/Province

Zip/Postal Code

Country

Phone Number

Fax Number

Email Address (required for registration confirmation)

Terms & Conditions

Registration Payment Terms: Checks are payable to HCCA. Credit cards accepted: American Express, MasterCard, Visa, or Discover. Enclose check with your registration form and return it to the HCCA office, or fax your credit card payment to 952.988.0146. Payment must be sent in at least two weeks prior to the start date or your space may be released. If your total is miscalculated, HCCA will charge your card the correct amount. If you wish to pay using wire transfer funds, please email helpteam@hcca-info.org for instructions. **The cost of any exams and the hotel accommodations are not included in the registration fee. Breakfast and lunch are included in the tuition amount where indicated in the agenda. The CHC exam application form must be faxed or mailed as indicated on the form.**

Cancellations/Substitutions: No refunds will be given for cancellations. If you need to cancel your participation, your request must be submitted by email to helpteam@hcca-info.org. Cancellation requests received within 7 days of the event start date will be assessed a \$250 cancellation fee. A conference credit will be issued for all registration fees paid (minus any cancellation fee) and will expire 12 months from the date of the original, canceled event. Conference credits will not be issued if you do not attend the event and have not requested cancellation prior to the event start date. Conference credits may be applied toward any HCCA event, service, or product. If a conference credit is applied toward an event, the event must take place prior to the credit's expiration date. Alternatively, you may choose to send a substitute attendee in your place. An additional fee may apply depending upon the membership status of the substitute. Substitution requests must be submitted by email to helpteam@hcca-info.org.

Group Discounts: Discounts take effect the day a group reaches the discount number of registrants. Please send registration forms together to ensure that the discount is applied. A separate registration form is required for each registrant. The group discount is NOT available through online registration. Note that discounts will NOT be applied retroactively if more registrants are added at a later date, but new registrants will receive the group discount. **5 or more: \$200 discount for each registrant / 10 or more: \$400 discount for each registrant**

Recording: Unauthorized audio or video recording of HCCA events is not allowed.

Use of Information: Your information may be received by exhibitors at a conference as well as our affiliates and partners who we may share it with for marketing purposes. Please note that only postal address information is shared. If you wish to opt-out, please follow the process set out in the Privacy Statement, at hcca-info.org/privacy.aspx.

Agreements & Acknowledgements: I agree and acknowledge that I am undertaking participation in HCCA events and activities as my own free and intentional act, and I am fully aware that possible physical injury might occur to me as a result of my participation in these events. I give this acknowledgement freely and knowingly and assert that I am, as a result, able to participate in HCCA events, and I do hereby assume responsibility for my own well-being. I agree and acknowledge that HCCA plans to take photographs and/or video at the HCCA Basic Compliance Academy and reproduce them in HCCA educational, news, or promotional material, whether in print, electronic, or other media, including the HCCA website. By participating in the HCCA Basic Compliance Academy, I grant HCCA the right to use my name, photograph, video, and biography for such purposes. As a participant of this event, my name, job title, organization, city, state, and country will be listed on the attendee list that will be distributed to attendees, speakers, and exhibitors of this event.

By submitting this registration, you agree to the **Terms & Conditions**, including the **Use of Information** as stated (above), and our Privacy Statement located at hcca-info.org/privacy.aspx.

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- Orlando, FL • January 21–24 — **SOLD OUT**
- Scottsdale, AZ • February 4–7 — **SOLD OUT**
- Chicago, IL • March 18–21 — **SOLD OUT**
- San Diego, CA • April 15–18 — **SOLD OUT**
- Minneapolis, MN • May 13–16 — **SOLD OUT**
- Washington, DC • June 3–6 — **SOLD OUT**
- New Orleans, LA • June 17–20 — **LIMITED SEATS**
- Denver, CO • July 22–25 — **LIMITED SEATS**
- New York, NY • August 5–8 — **LIMITED SEATS**
- Charleston, SC • August 12–15
- Indianapolis, IN • September 9–12
- Anaheim, CA • September 30–October 3
- Orlando, FL • October 21–24
- Las Vegas, NV • November 18–21
- Houston, TX • December 2–5
- Nashville, TN • December 16–19

Registration Options (Registration fees listed below are considered net of any local withholding taxes applicable in your country of residence.)

- HCCA Member \$2,750
- Non-Member \$3,250
- Registration plus HCCA membership \$2,970
Save by joining HCCA today (first-time members only; annual dues \$325)
- Group Discount subtract \$_____ from my registration fee (see details at left)

TOTAL _____

Dietary Accommodations

- Kosher (Hechsher certified) Kosher-Style (no shellfish, pork, or meat/dairy mixed)
- Gluten Free Vegetarian Vegan Other _____

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- Invoice me Check enclosed
- I authorize HCCA to charge my credit card (choose one below)
- Credit Card: American Express MasterCard Visa Discover

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Credit Card Account Number

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Cardholder Signature

Registration Methods

MAIL HCCA, 6500 Barrie Road, Suite 250, Minneapolis, MN 55435-2358
ONLINE hcca-info.org/academies
FAX 952.988.0146 (include completed registration form with payment information)
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