

AGED & COMMUNITY SERVICES ASSOCIATION
NSW & ACT



Aged & Community Services
Association of NSW & ACT
Incorporated

AFTERNOON SEMINAR

Tuesday 22nd June 2010

1:00 – 4:00pm (Registration from 1:00 – 1:30pm)

Seminar will start promptly at 1:30pm

Afternoon Tea will be available.

ACS Training Room Level 3, 9 Blaxland Road, Rhodes

Ph: 02 8754 0400 Fax: 02 9743 4556

Positive Planning for Quality Reporting:

Kevin MacDonald

Manager (Community Care Quality and Policy Section)

Aged Care Branch (NSW)

Department of Health and Ageing

This session aims to assist service providers to approach the Quality Reporting processes with confidence, recognizing and identifying their own quality systems.

Staff from the Department of Health and Ageing, Quality Reporting Team, will be presenting on the experience of a site visit from their perspective.

This will be followed by break-out workshops, facilitated by experienced Community Care service providers examining how to enhance reporting in the areas of:-

- Care assessment, planning and ongoing review
- Advocacy; and
- Complaints and disputes.

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REGISTRATION FORM

NAME		ORGANISATION	
ADDRESS		POSITION	
PHONE		FAX	
EMAIL		REQUIREMENTS EG: DIETARY	
REGISTRATION FEE: \$47.00 (inc gst) (EEA06)	<input type="checkbox"/> Cheque	<input type="checkbox"/> EFT	Credit Card: <input type="checkbox"/> VISA <input type="checkbox"/> MASTER CARD
Credit Card Number		Exp date	
Card Holder's Name		Signature	

PLEASE READ ACS TERMS AND CONDITIONS BEFORE REGISTERING.

BOOKINGS: Must be made prior to the seminar on this registration form. Fax to 02 9743 4556 or mail to PO Box 3124, Rhodes, NSW, 2138.

CONFIRMATIONS: A confirmation letter will be sent. Please contact the Learning Centre if you do not receive your letter.

PAYMENT: Cheques should be made payable to Aged & Community Services Association of NSW & ACT Inc. Credit card details can be provided above. For EFT payments please refer to your invoice or call 02 8754 0400 for more information.

REFUND POLICY: Should the delegate withdraw from the seminar less than five working days prior to its commencement, no refund will be given. A substitute delegate is welcome. Please notify ACS in writing of any changes as soon as possible.

CANCELLATIONS: ACS reserves the right to cancel events if there are insufficient numbers. In the case of a cancellation by ACS your registration fee will be refunded in full.

INSURANCE: We regret that ACS cannot accept responsibility for personal accidents and damage to the property of delegates.

