



TWO COURSES OFFERED

COURSE INFORMATION & REGISTRATION GUIDE, SPRING 2021

*This Group Learning program
has been certified by the
College of Family Physicians of
Canada for up to
48 Mainpro+ credits.*

VIRTUAL COURSE

THE OLTCC LONG TERM CARE MEDICAL DIRECTOR COURSE 2021—SPRING TERM

REGISTER EARLY!—SPACE IS LIMITED

*This Group Learning program has been certified by the
College of Family Physicians of Canada for up to 48 Mainpro+ credits.*

The Ontario Long Term Care Clinicians is pleased to offer the 7th Medical Director Course. Our goal is to prepare physicians in long term care to be informed and skilled medical directors. With a thorough knowledge of the sector and development of appropriate skills, LTC medical directors can improve the quality of care for residents in their facilities.

Weekly two-hour seminars, **3:30 pm—5:30 pm** on ZOOM
Start date is **Wednesday April 28, 2021** and runs each Wednesday for 8 weeks,
End date is **Wednesday June 16, 2021**

*This Self Learning program has
been certified by the
College of Family Physicians of
Canada for up to
16 Mainpro+ credits.*

READING COURSE

FUNDAMENTALS OF LONG TERM CARE PRACTICE COURSE, 2021—SPRING TERM

*This Self Learning program has been certified by the
College of Family Physicians of Canada for up to 16 Mainpro+ credits.*

Chapters from the OLTCC Medical Director Manual are available for credits. See details Page 3. Open to all OLTCC Members!

Wednesday April 28, 2021 - Wednesday June 16, 2021



This course will be Virtual through ZOOM

The Details:

During each two-hour webinar, a short summary on each topic will be followed by facilitated small group discussion in breakout rooms. You will be expected to read the relevant chapters of the OLTC Medical Director Manual ahead of time.

Wednesday April 28, 2021

Session 1—Introduction, Overview and Ontario Regulatory Environment & Residents Rights, Capacity and Consent

Wednesday May 5, 2021

Session 2—Documentation & Admission and Discharge

Wednesday May 12, 2021

Session 3—Minimizing of Restraining, Prevention of Abuse and Neglect, & Ethics

Wednesday May 19, 2021

Session 4—RAI-MDS & Resident & Family Centered Care

Wednesday May 26, 2021

Session 5—Infection Prevention and Control & Medical Director Role

Wednesday June 2, 2021

Session 6—Medical Staff Supervision & Compliance and Critical Incidents

Wednesday June 9, 2021

Session 7—Safety and Risk Management & MDS Outcome Scales and Quality Indicators

Wednesday June 16, 2021

Session 8—Working in Teams & Leadership

Who Can Enroll?

Part One: Sessions 1 - 4 are recommended for Attending Practitioners, Medical Directors and LTC Physicians.

Part Two: Sessions 5 - 8 are designed for Medical Directors and LTC Physicians who may move into this role.

You must be a current member of OLTC to register for Part One and/or Part Two. The Medical Director Course includes both Part One and Part Two, a total of 8 sessions.

Course Questions

1. Can I take only some sessions?

You cannot select certain sessions to take. You can enroll in only Part One, Sessions 1-4, which focuses on material relevant to both Attending Practitioners and Medical Directors. Part Two, Sessions 5-8 are for Medical Directors.

2. Do I have to be a member of OLTC?

Yes, you do. To become a member go to www.oltc.ca.

3. If I miss a session, what do I do?

Only credits for the sessions attended will be provided.

4. Is there a refund for sessions I miss or cannot attend?

No, there are no refunds for missed or unattended sessions.

5. Should I enroll for both the Medical Director Course and the Fundamentals of LTC Practice?

Enrollment for the Fundamentals Course is optional, however you will be expected to read the relevant chapters prior to each webinar. If you enroll in both courses, you can get a total of 64 Mainpro+ credits (48 + 16)



The Details: Wednesday April 28, 2021 - Wednesday June 16, 2021

1. Open to all current OLTC members as a member benefit, there is no cost.
2. Chapters from the Medical Director Course are posted in the Members Only Section of the OLTC website.
3. If seeking credits, the participant must enroll in the online Fundamentals course, which includes a needs assessment survey, post-session surveys and a final evaluation at the end of the Spring Term.

Weekly Sessions

1. Overview of LTC, the Regulatory Environment (Ontario Specific), Compliance and Inspections, Residents Rights, Capacity and Consent.
2. Documentation, Admission & Discharge
3. Minimizing of Restraining, Prevention of Abuse and Neglect, Ethics
4. RAI-MDS, Resident & Family Centered Care
5. Infection Prevention & Control, Medical Director Role
6. Medical Staff Supervision, Compliance and Critical Incidents
7. Safety & Risk Management, MDS Outcome Scales and Quality Indicators
8. Working in Teams, Leadership

Who Can Enroll?

All current members of the Ontario Long Term Care Clinicians can enroll.

Format

Chapters are posted in the members only section of the Ontario Long Term Care Clinician's website. From April 28, 2021 to June 16, 2021 Chapters can be read anytime.

After each week a short post-course survey will be emailed to participants for completion. This survey is required in order to obtain your credits.

Course Questions

1. **Can I take only read some Sessions?**
Yes, it is up to you—you only get credits for those completed in full.
2. **If I don't want credits, can I just read the Chapters?**
Yes, you can.
2. **Do I have to be a member of OLTC**
Yes, you do. To become a member go to www.oltcc.ca.
3. **If I miss a session what do I do?**
You can complete the sessions on your own time and submit the required documents upon completion up until June 30, 2021.
4. **Is there a cost?**
No, there are no costs, except your membership fee. Access to the OLTC Medical Director Manual is a benefit of membership.
5. **Where can I register for the Fundamentals of LTC Practice Course?**
Please see instructions on the registration page of this guide.





The Process—Medical Director Course

1. Manual chapters are available in the members only section of the OLTC website for review/reading by the participant before the next session.
2. Registrants will need to complete a pre-course survey, post-session evaluations and final reflective post-course survey six-weeks after course completion.
3. Credits will be issued in accordance with attendance and completion of surveys. Up to 48 MainPro+ credits are available.
4. To attend the virtual session, you will be provided with a Zoom link for each session to the webinar, with instructions.
5. Certificates of completion will be issued at the end of the Spring Term.

Medical Director Course Cancellation Clause

Cancellations received prior to April 21, 2021 are subject to a \$50.00 administration fee. After April 21, 2021 there are no refunds.



The Process—Fundamentals of LTC Practice Course

1. Manual chapters are available in the members only section of the OLTC website for review/reading by the participant.
2. Registrants will need to complete a needs assessment survey, post-session evaluations and final reflective post-course survey six-weeks after course completion.
3. Credits will be issued in accordance with completion of surveys. Up to 16 MainPro+ credits are available.
4. Certificates of completion will be issued at the end of the Spring Term.

2021 REGISTRATION FORM—SPRING TERM

How to Register for the Spring Term Medical Director Course

Two ways to register:




OLTCC
Medical Director Course



Ontario
Long Term Care
Clinicians

 **Online**—<https://eis.eventsair.com/oltcc-medical-director-course-2021/oltccmdcoursespringterm>

 **Mail**—Complete the registration form and mail to: OLTCC, 1288 Ritson Road North, Suite 333, Oshawa, ON L1G 8B2 (**Registration is not confirmed until form is received**)



Cancellation Clause

Cancellations received prior to Wednesday April 21, 2021 are subject to a \$50.00 administration fee. After April 21, 2021 there are no refunds.

Registration

Professional Designation (i.e., MD, NP, PharmD): _____

Name: (First) _____ (Last) _____

LTC Facility Name: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Telephone: _____ Fax: _____

Email: (Please print clearly) _____

Fees (+HST)

The OLTCC Medical Director Course—Session 1—8—\$800.00

Sessions 1—4—\$400.00 OR Sessions 5—8—\$400.00

Membership—You must be a member to take this course. Go to <https://www.oltcc.ca/membership> and **become a member first** before submitting this registration form.

Physician Membership Fees

\$215.00 (One year Prorated fees—February 1, 2021—June 30, 2021); **\$465.00** (Two years Prorated fees—February 1, 2021—June 30, 2022)

Total Course Base Fee..... \$ _____

Add 13% HST (#783327893RT0001) \$ _____

Total: \$ _____

Payment

Cheque: Payable to **Ontario Long Term Care Clinicians** and mailed to **1288 Ritson Road North, Suite 333, Oshawa, ON L1G 8B2**

Credit Card: Visa MasterCard Amex

CC Number: _____ Expiry: (mmyy) _____ CVN: _____

Name on Card: _____

Signature: _____

Questions

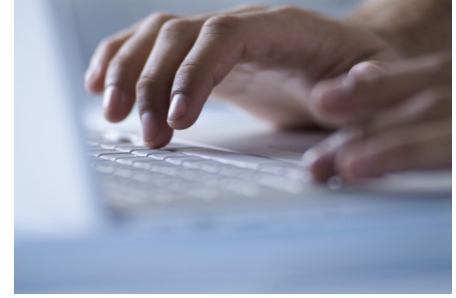
Krista Hook—office@oltcc.ca

905-404-9545

2021 REGISTRATION FORM—SPRING TERM

How to Register for the Spring Term Fundamentals of LTC Practice Course

Once your registration is received a Needs Assessment Survey will be sent to you to complete your enrollment in this course. After each session you will have a short survey and at the end of the course a final course evaluation.



Register two ways:

 **Online**—<https://eis.eventsair.com/oltcc-medical-director-course-2021/fundamentalsspringterm>

 **Mail**—Complete the registration form and mail to: OLTC, 1288 Ritson Road North, Suite 333, Oshawa, ON L1G 8B2

Registration

Professional Designation (i.e., MD, NP, PharmD): _____

Name: *(First)* _____ *(Last)* _____

LTC Facility Name: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Telephone: _____ Fax: _____

Email: *(Please print clearly)* _____

Fees

There are no fees except OLTC Membership. If you are not a current member, please see information on Membership below.

Membership—You must be a member to take this course. Go to <https://www.oltcc.ca/membership> and **become a member first** before submitting this registration form.

Physician Membership Fees

\$215.00 *(One year Prorated fees—February 1, 2021—June 30, 2021); \$465.00* *(Two years Prorated fees—February 1, 2021—June 30, 2022)*

Questions

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