

TWO COURSES OFFERED

COURSE INFORMATION & REGISTRATION GUIDE, 2021

THE OLTCC LONG TERM CARE MEDICAL DIRECTOR COURSE 2021—WINTER 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 announce the sixth 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, 7:00 pm—9 pm on ZOOM
Start date is Monday February 1, 2021 and runs each Monday for 8 weeks, except
February 15, 2021
End date is Monday March 29, 2021

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

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

Chapter Manuals from the OLTCC Medical Director Manual will be available as separate option for credits.
See details inside for this Course.
Open to all OLTCC Members!



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.

Monday February 1, 2021

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

Monday February 8, 2021

Session 2—Documentation & Admission and Discharge

Monday February 22, 2021

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

Monday March 1, 2021

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

Monday March 8 2021

Session 5—Infection Prevention and Control & Medical Director Role

Monday March 15, 2021

Session 6—Medical Staff Supervision & Compliance and Inspections

Monday March 22, 2021

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

Monday March 29, 2021

Session 8—Working in Teams & Leadership

Who Can Enroll?

Part One: The first four sessions is recommended for Attending Practitioners, Medical Directors and LTC Physicians.

Part Two: The second four sessions is designed and recommended for Medical Directors and LTC Physicians.

You must be a current member of OLTC to register for Part One and/or Part Two.

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.



The Details:

1. Open to all current OLTC members as a member benefit, there is no cost.
2. Chapters from the Medical Director Course will be posted in 8 week sessions.
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 Winter Term..

Chapters

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 Inspections
7. Safety & Risk Management, MDS Outcome Scales and Quality Indicators
8. Working in Teams, Leadership

Who Can Enroll?

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

Format

Chapters will be posted in the members only section of the Ontario Long Term Care Clinician's website in 8 week sessions, beginning January 18th, 2021 and each week thereafter (except the week of February 1st) and continuing until the last week of March 16, 2021.

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 April 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.

CHAPTER ONE

AVAILABLE JANUARY 18, 2021



The Process

1. Each Session will have a manual chapters available in the members only section of the OLTC website for review/reading two weeks prior to the session date.
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. Once the chapter has been read and the survey received, one credit per topic will be issued to the attendee for each chapter completed.
4. To attend the virtual session, you will be provided with a Zoom link to the webinar, with instructions.
5. Further information on Mainpro Cert+ credits will be provided after our application for credits is approved.
6. Certificates of completion will be issued at the end of the Winter Term.

MD Course Cancellation Clause

Cancellations received prior to January 10, 2021 are subject to a \$50.00 administration fee. After January 10, 2021 there are no refunds.




2021 REGISTRATION FORM

How to Register for the Medical Director Course

Two ways to register:

 **Online**—<https://eis.eventsair.com/oltcc-md-course-2020/>

 **Mail**—Complete the registration form and mail to: OLTC, 1143 Wentworth St. W. #202, Oshawa, ON L1J 8P7



Cancellation Clause

Cancellations received prior to Friday January 10, 2021 are subject to a \$50.00 administration fee. After January 10, 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 OLTC Medical Director Course—\$800.00

Sessions 1—4—\$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

\$275.00 (One year July 1, 2020—June 30, 2021)

\$500.00 (Two years July 1, 2020—June 30, 2022)

Total Base Fee..... \$ _____

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

Total: \$ _____

Payment

Cheque: Payable to **Ontario Long Term Care Clinicians** and mailed to **1143 Wentworth St. W. #202, Oshawa, ON L1J 8P7**

Credit Card: Visa MasterCard Amex

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

Name on Card: _____

Signature: _____

Questions

Krista Hook—office@oltcc.ca

2021 REGISTRATION FORM

How to Register for the **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—



Mail—Complete the registration form and mail to: OLTCCL, 1143 Wentworth St. W. #202, Oshawa, ON L1J 8P7

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 OLTCCL 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

\$275.00 *(One year July 1, 2020—June 30, 2021)*

\$500.00 *(Two years July 1, 2020—June 30, 2022)*

Questions

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