

TWO COURSES OFFERED

COURSE INFORMATION & REGISTRATION GUIDE 2022

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 2022

REGISTER EARLY!—SPACE IS LIMITED

The Ontario Long Term Care Clinicians is pleased to offer the 8th 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—9:00 pm EST & 5:00 pm—7:00 pm MST**
Platform: ZOOM

Start date is **Monday February 28, 2022** and runs each Monday for 8 weeks,

NEW!

NOW OFFERING ALBERTA SPECIFIC CONTENT AND SMALL GROUP DISCUSSION

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, 2022

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

Monday February 28, 2022—Monday April 18, 2022

NEW!

NOW OFFERING ALBERTA SPECIFIC CONTENT



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. Course times are 7pm—9pm EST and 5pm—7pm MST.

Monday February 28, 2022

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

Monday March 7, 2022

Session 2—Documentation & Admission and Discharge

Monday March 14, 2022

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

Monday March 21, 2022

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

Monday March 28, 2022

Session 5—Infection Prevention and Control & Medical Director Role

Monday April 4, 2022

Session 6—Medical Staff Supervision & Compliance and Inspections

Monday April 11, 2022

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

Monday April 18, 2022

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)



**NOW OFFERING ALBERTA SPECIFIC
CONTENT AND SMALL GROUP
DISCUSSION**



The Details: Monday February 28, 2022—Monday April 18, 2022

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. The Medical Director Course is certified for up to 48 Mainpro+ credits and as preparation for each webinar you will be reading the relevant chapters from the OLTC Medical Director Manual. If you wish to earn additional credits for reading the manual, register for the Fundamentals of Long-Term Care Practice Course at the same time, for an additional 16 Mainpro+ credits.

Weekly Sessions

1. Overview of LTC, the Regulatory Environment (Ontario Specific), Compliance and Inspections, Residents Rights
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 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. 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.
3. **Do I have to be a member of OLTC**
Yes, you do. To become a member go to www.oltcc.ca.
4. **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 May 31, 2022.
5. **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.
6. **Where can I register for the Fundamentals of LTC Practice Course?**
Please see instructions on the registration page of this guide.



**NOW OFFERING ALBERTA
SPECIFIC CONTENT**





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. You will be provided with a Zoom link for each webinar.
5. Certificates of completion will be issued after you send in your 6-week post-course survey.

Medical Director Course Cancellation Clause

Cancellations received prior to February 21, 2022 are subject to a \$50.00 administration fee. After February 21, 2022 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 after you send in your 6-week post-course survey.

2022 REGISTRATION FORM

How to Register for the Medical Director Course

Two ways to register:

 **Online**—<https://eis.eventsair.com/medical-director-course-2022/mdcoursewinter2022>

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



Cancellation Clause

Cancellations received prior to Monday February 21, 2022 are subject to a \$50.00 administration fee. After February 21, 2022 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—Session 1—8—\$830.00

Sessions 1—4—\$430.00 OR Sessions 5—8—\$430.00

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—Membership is from July 1 to June 30, annually. Regular annual fees are \$275 one year; \$500 two years \$215.00 (Prorated fee—February 1, 2022—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: _____

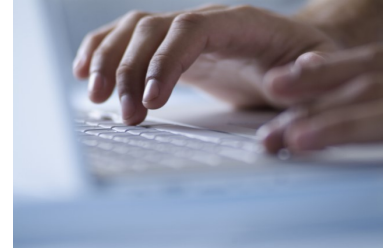
Questions

Krista Hook—office@oltcc.ca
905-404-9545

2022 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**—<https://eis.eventsair.com/medical-director-course-2022/winterfundamentalscourse>

 **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—Membership is from July 1 to June 30, annually. Regular annual fees are \$275 one year; \$500 two years \$215.00 (Prorated fee—February 1, 2022—June 30, 2022)

Nurse Practitioner Membership Fees—Membership is from July 1 to June 30, annually. Regular annual fees are \$25 one year; \$400 two years \$175.00 (Prorated fee—February 1, 2022—June 30, 2022)

Questions

Krista Hook—office@oltcc.ca
905-404-9545