

Insurance Coverage, Workplace Safety & Workers' Compensation for Adult Day Services

DATE & LOCATION

Wednesday, March 15, 2017

9:30 am – 3:00 pm

Handelman Conference Center
10280 Old Columbia Rd, Suite 215
Columbia, MD 21046

Registration/breakfast begin at
9:00 am Doors open at 8:45 am

TARGET AUDIENCE

- Center Directors
- Nurses
- Social Workers

FEES

- MAADS Member — \$95 (1st registrant) / \$75 (2+ registrants) from the same Center
- Nonmembers — \$195

CEU — 4.5

- Social Worker

SPEAKERS

The Jacobs Company, Inc.

Tony Giampapa, CLCS, PWCA
Commercial Risk Management Specialist

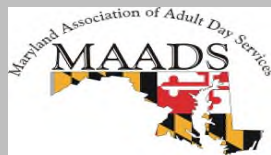
Jonathan Porter, CLCS, PWCA
Vice President- Sales

Division of Labor and Industry Maryland Department of Labor, Licensing & Regulation

Tralene Putman, Administrator

Kathy Sibbald, Program Manager

Tom Thorsen, Supervisor



PROGRAM

Insurance is an important part of any company's business plan. Insurance can save your company if you experience a catastrophic loss and protect your cash-flow when an unexpected accident occurs. This program will focus on the importance and types of coverage that best fit adult day services.

Workers' compensation has become increasingly complicated and costly over the years. It is essential for all supervisors, in addition to the human resources staff, to understand how to comply with workers' compensation laws. If you are a small business owner, whether you hire people as independent contractors or as employees will impact the amount of taxes you withhold from their paychecks, as well as how much and what types of taxes you pay. Furthermore, it will affect how much additional cost your business must bear, what documents and information must be provided to you, and what tax documents must be given to the individuals you are hiring. Misclassification affects your entire organization.

Organizations are always looking to reduce job-related injuries, protect employees from the growing threat of workplace violence, avoid costly fines and penalties and make work areas safer for employees. Get the critical training you need to stay fully compliant with MOSHA's complex regulations. After completing this program participants will have the tools needed to keep their workplace compliant.

AGENDA

9:00 AM Registration/Breakfast

9:30 AM - 10:30 AM

Session I - Liability Insurance

- Basic coverages necessary to appropriately protect Adult Day Services
- How premium is underwritten and rated for each coverage
- Focus areas which will bring down the premium costs by making your operation safer as a whole

10:30 AM - 10:45 AM Break

10:45 AM - 12:00 PM

Session II – Worker's Comp

- An Inside look at Workers Compensation and how to manage the determining factors for better outcomes

12:00 PM - 12:30 PM Lunch

12:30 PM - 1:45 PM

Session III – Wage Payment

- Presentation will provide an overview of Payment of Wages, Deductions, Notice of Wage and Paydays and Payment on Termination of Employment; Accrued Leave

Session IV – Workers' Classification

- Employee or Independent Contractor? Understanding Worker Classification

1:45 PM - 2:00 PM Break

2:00 PM - 3:00 PM

Session V – Occupational Safety and Health

- Presentation will provide an overview of eliminating Workplace Hazards, including slips, trips, and falls, proper lifting, needle sticks, workplace violence. We will also touch on how to comply with MOSH/OSHA safety standards

3:00 PM

Adjourn

Continuing Education Credits

MAADS is an approved provider of continuing education by the Maryland Board of Social Worker Examiners and this course is approved for 4.5 Category I continuing education credits for Social Workers license in Maryland.

Registration Policies

1. Please mail or fax your registration early. Space is filled on a first served basis. Policy and deadlines for registration are the same by fax as by mail.
2. Please enclose a check or complete the credit card registration below. Faxed registrations must include credit card or purchase order information.
3. Registrations and payment must be received no later than five days prior to the workshop.
4. We reserve the right to cancel this program due to insufficient registration.

Cancellation Policy

Refunds, minus a \$25 processing fee per registrant, will be honored if requested in writing five (5) business days prior to the date of the seminar. In the event of emergency, attendees may send substitutions in their places without prior notification.

Inclement Weather Policy

If Howard County Public Schools are closed or opening late due to inclement weather, all seminars are **CANCELLED**. Registrants will be contacted regarding rescheduling arrangements.

Directions to Seminar Site

The Handelman Conference Center
10280 Old Columbia Road, Suite 215
Columbia, Maryland 21046
410-381-2401

From Interstate 95:

Take Route 32 West—exit 38B—to wards Columbia. Exit at Shaker Drive—Eden Brook Drive keep right at the fork in the ramp, cross over bridge to Old Columbia Road. Turn right at the traffic light. Drive past the fire department and turn right after the group of mail boxes, 10280 River Center Industrial Park, (across from Guilford Road). Take a quick left then and immediate right. Go around the back of the parking lot and enter the building at the far end marked: **Handelman Conference Center, Suite 215**.

From Route 29:

Take Route 29 to Route 32 East (towards Fort Meade). Take your first exit (Shaker Drive—Eden Brook Drive) and bear to the right. (2) Go through traffic light. After light go 0.6 mile and make a right (across from Guilford Road) into 10280 Rivers Center Industrial Park. Take a quick left then and immediate right. Go around the back of the parking lot and enter the building at the far end marked **Handelman Conference Center, Suite 215**

From Frederick:

Take I-70 East towards Baltimore. Exit onto Route 32 South (Exit 80) to Columbia. Take Shaker Drive—Eden Brook Drive exit and bear to the right. Follow above directions at (2).

Registration Form

Insurance Coverage, Workplace Safety & Workers' Compensation for Adult Day Services Wednesday, March 15, 2017

PLEASE PRINT. Copy this form for multiple registrants. Please register and return by **March 13, 2017**.

Name _____ Title _____

Email (Work) **Required** _____

Facility Name _____

Facility Address _____

City _____ State _____ Zip _____

Work Phone _____ Fax _____

Fee: MAADS Members **\$95 (1st) / \$75 (2nd+)** _____ Non Members **\$195** _____ **Total Amount Due \$** _____

Please mail with check payable to:

MAADS, 10280 Old Columbia Road, Suite 220, Columbia, MD 21046 or fax with credit card information to 410.381.6061



Name on Card _____ Account No. _____

CVV2 Security Code _____ Expiration Date _____ Signature _____

Credit Card Billing Address _____

Card Holder Email Address _____

QUESTIONS? Please call Anmarie Gordon at 410.381.2401, ext. 240 or agordon@lifespan-network.org