



AGENDA

**AAA Fiscal Officers/Medicaid Waiver Specialists
Tampa, Florida
July 16-18, 2003**

Wednesday, July 16

1:30 – 4:30 p.m.

Special Session for Newcomers

**1:30 – Welcome
Training Purpose
Peggy Ball**

**1:45 – 2:15 Department of Who? What?
Overview of the Department of Elder Affairs
Program Areas and Administrative Services
Peggy Ball**

**2:15 – 2:45 How Do I Get Paid?
Overview of Contracting and Invoice Process
Pat Nichols & Gloria Albin**

**2:45 – 3:15 On-site Contract Monitoring:
Overview of DOEAs monitoring schedule
and on-site tasks
Kathy Igou**

***3:15 – 3:30
BREAK***

**3:30 – 4:15 Overview of 2003/04:
What's Ahead for the Year
Susan Tucker**

**4:15 – 4:45 Overview of the Legislative Budget Request Process
(and other helpful resources)
Cleta Wolverton & Pat Nichols**



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Thursday, July 17

8:30 a.m. – 5:00 p.m.
All Participants

8:30 Welcome and Agenda Overview
Peggy Ball

8:45 – 9:30 Budget Allocations for 2003/04
Cleta Wolverton & Sybil Palmer

**9:30 – 10:30 When Money Counts:
Issues & Questions from AAAs
Open Group Discussion**
Pat Nichols & Kristin Smith

10:30 – 10:45
BREAK

**10:45 – 11:30 Administrative Monitoring:
Recap of 2002/03 visits and the focus for 2003/04**
Peggy Ball

11:30 – 1PM
LUNCH

**1:00 – 2:30 Surplus/Deficit Reporting &
Forecasting Tools and Methods**
Ed Neu, Sybil Palmer, Barbara Badertscher & Peggy Ball

2:30 – 3:00 Unit Cost Spread Sheets
Michael Block & Kathy Igou

3:00 – 3:15
BREAK

**3:15 – 4:15 Unit Cost & Audits –
Everything You Wanted To Know (and You Asked!)**
Pat Nichols, Michael Block

4:15 – 5:00 The Mercer Study
Gail LaRosa



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Friday, July 18

***8:30 – noon
All Participants***

**8:30 – 8:45 Welcome and Purpose of Training
Ron Taylor & Peggy Ball**

**8:45 – 9:15 Care Plan Reduction Work Plan
Peggy Ball & Ron Taylor**

**9:15 – 10am Making a Difference
Surplus/Deficit Reporting
Forecasting Tools and Methods
Peggy Ball, Ed Neu & Sybil Palmer**

***10:00 – 10:15
BREAK***

**10:15 – 10:45 How It Works (or doesn't)
In The Real World
Small Group Discussion**

**10:45 – 11:15 Group Summary
Reports from groups**

**11:15 – 11:45 The Diversion Project
Ron Taylor**

11:45 – Noon Closing