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MEMORANDUM

TO: AAA Directors **NOTICE: 013103-1-I-CFM**
FROM: Susan M. Tucker, Deputy Secretary
DATE: January 29, 2002
SUBJECT: Notice of Instruction: Training for AAA

The Department is pleased to announce training opportunities for AAA's and provider agencies. The Florida Department of Elder Affairs will provide training for fiscal and program staff on a regional basis so as to be within driving distance and to allow you to select the time and place that is most convenient for your agency. Space is limited and will be on a first come, first serve basis, so please sign up right away.

The exact times of the training and a detailed agenda will be sent out the week of February 3, 2003.

Please share this information with your providers.

Training Dates: February 12th through 13th

Location: Marriott Bay Point Resort Village
4200 Marriott Drive
Panama City, FL 32408
(850) 236-6000

Training Dates: February 19th through 20th

Location: Hilton Ft. Lauderdale/Sunrise
3003 North University Drive
Sunrise, FL 33322
(954) 748-7000

Training Dates: February 26th through 27th
Doubletree Hotel and Conference Center
1714 SW 34th Street
Gainesville, FL 32607
(352) 371-3600

Attendees: AAA Executive Directors
Fiscal Officers
Program Staff
Case Managers

phone 850.414.2000
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<http://elderaffairs.state.fl.us>

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Topics to be discussed:	Case Management Monitoring Unit Cost Analysis Cost Containment Contract Management Care Plans HIPAA
Space Limited:	75 Attendees
RSVP:	By 8 working days prior to the training for your PSA Sammie R. Reimers, Administrative Asst. II Reimerss@elderaffairs.org (850) 414-2177