

**NATIONAL
CONVENTION & EXPOSITION
2010**

**GAYLORD PALMS RESORT & CONVENTION CENTER
KISSIMMEE, FLORIDA
AUGUST 27-29, 2010**

RCA
PROGRAM OUTLINE

Great New Program for CA's!!

Registered CA Training

Increasingly, third party systems are resisting reimbursement for services rendered by "unlicensed personnel," even when directly supervised by a physician. Thankfully, Florida Statutes provide the authority for a supervising DC to register his/her supervision of a specific chiropractic assistant with the Department of Health and that registration is recognized by the state as a form of licensure. The cost to register a CA is \$30 for each supervising DC. The application can be found on www.fcachiro.org by entering "registered CA" in the search box or by going to this address: (http://www.doh.state.fl.us/mqa/chiro/chiro_licreq.html).

The supervising DC is responsible for training and direct supervision of a registered (or unregistered) CA in the rendering of any delegated care. **In response to member requests, the FCA has explored the offering of basic clinical staff training that would provide a sound foundation of CA's to render supervised patient care and excel as a member of the staff team in a chiropractic office and would provide proof of such training in the form of a certificate of completion from an accredited chiropractic college.**

Beginning at its Panhandle Convention 2010, the FCA initiated a pilot program, in cooperation with New York Chiropractic College, to provide voluntary **Registered CA Training** at FCA conventions. At the upcoming Conventions, all three 8-hour modules will be offered over Friday-Sunday, comprising 24 hours of training in: Ethics & Terminology, Basic Concepts in Radiology, Human Biology/Documentation & Coding, Physical Therapy, Administrative Procedures and Patient/Staff Communication.

CA's who wish to achieve a certificate of completion from NYCC and have these hours applied toward possible future CCPA training) simply register for the convention in the "registered CA training" category, fill out the NYCC enrollment form and pay the additional processing fee of \$30 to NYCC. Class attendance will be taken for these CA's and an FCA certificate of attendance will be issued to those who fully attend selected modules. For those who register in the "RCA Training" category for the convention, complete all 24 hours, enroll with NYCC and pay the \$30 enrollment fee, a certificate of completion will be issued by the NYCC. (Attendance will not be taken for any CA who register for the "Spouse/CA/CCPA" category and attends up to 12 hours of other convention classes simply for personal enrichment.)

Those same 24 hours, if recorded/maintained by NYCC, would serve as credits toward any future program offered through NYCC to provide the 200 hours required by statute in order to be Florida-licensed as a Certified Chiropractic Physician's Assistant.

RCA Training Program Goals

Upon successful completion of the 24-hour, 3-module program, CA's, **under direct supervision**, will be able to:

1. Understand the ethical requirement necessary to work in the field of healthcare in general and chiropractic specifically.
2. Be familiar with commonly used medical/chiropractic terminology.
3. Understand basic anatomy and physiology.
4. Assist the chiropractic physician with placement of patients for x-rays and developing procedures.
5. Administer physical therapy modalities and procedures.
6. Understand and perform duties relating to office administration, including front desk and back office procedures.
7. Understand appropriate coding and documentation requirements of the chiropractic office.
8. Communicate with physicians, patients and third party payers.

CA's and doctors alike have long requested certified clinical training that would provide a sound foundation for CA's to render supervised patient care and excel as a member of the staff team. The FCA and New York Chiropractic College (NYCC) announce a partnership to provide voluntary modular training that will allow the CA to earn a certificate of completion in "Registered CA Training" from NYCC. These hours would accrue toward any future CCPA (Certified Chiropractic Physician's Assistant) course of study offered by NYCC.

The following boxed class summaries are voluntary "Registered CA Training" courses that will be offered at the National Convention. Both 2 and 4-hour modules will be offered over Friday, August 27th, Saturday, August 28th, and Sunday, August 29th, comprising 24 hours of training.

The CA who completes all three modules would then be eligible to receive the Certificate of Completion from NYCC. Those same 24 hours, if recorded/maintained by NYCC, would serve as credits toward any future program offered through NYCC to provide the 200 hours required by statute in order to be Florida-licensed as a Certified Chiropractic Physician's Assistant (CCPA).

To take advantage of this outstanding opportunity to begin earning a basic credential and to enhance your clinical understanding and value to the chiropractic practice, please see the National Convention registration form and follow the directions in filling out the form.

CA's who wish to achieve a certificate of completion from NYCC (and have these hours applied toward future CCPA training) will register for the "Registered CA Training," fill out a separate NYCC form and pay the additional processing fee of \$30 to NYCC. Class attendance will be taken for these CA's and an FCA certificate of attendance will be issued to those who fully attend one or more modules, while NYCC will issue a certificate once all 24 hours are completed. (Attendance will not be taken for any CA who wishes to simply register for the convention and audit up to 12 hours classes for personal enrichment.)

Friday, August 27, 2010

AM / PM

8am-9:40am & 10:20am-12pm

Miami

Tom Ventimiglia, D.C.

Registered CA Training: Philosophy and Chiropractic in Healthcare

This lecture is an introduction to the philosophy, science, and art of Chiropractic. The historical roots and evolution of chiropractic from 1895 through the present will be discussed. This lecture will also focus on the role of the chiropractic assistant in natural healing and how their participation in patient care impacts on society in general and patients specifically. This discussion will highlight in office responsibilities of the chiropractic assistant.

Class attendance will be taken for those CA's who wish to count this course toward a certificate of attendance. This course counts as 4 of the 24 hours for "Registered CA Training" program being presented at FCA National Convention. Only those who register for the convention in the "RCA TRAINING" category will be admitted to the class.

1pm-2:40pm & 3:20pm-5pm

Miami

Norbert Dombrowsky, D.C.

Registered CA Training: Basic Concepts in Radiology

This course will prepare all attendees to work with the doctor and understand the purpose and procedures during the x-ray portion of a chiropractic visit. Dr. Dombrowsky will take each attendee from the beginning: machine procedures, patient preparation, instruction and purpose for different views of the cervical, thoracic, lumbar spine, and extremities. This knowledge is imperative for CA's to have, as they have the most interaction with the patient during the chiropractic visit.

Class attendance will be taken for those CA's who wish to count this course toward a certificate of attendance. This course counts as 4 of the 24 hours for "Registered CA Training" program being presented at FCA National Convention. Only those who register for the convention in the "RCA TRAINING" category will be admitted to the class.

Saturday, August 28 , 2010
AM/PM

8am-9:40am

Naples 1-2

Ron Wellikoff, D.C.

Registered CA Training: Ethics

This course will begin with the review of professional ethics which by definition is the study of moral choices that conform to professional standards of conduct. Dr. Wellikoff will review principles, responsibilities, and conflict of interests and how CA's should navigate through chiropractic issues from a sound ethical approach.

Class attendance will be taken for those CA's who wish to count this course toward a certificate of attendance. This course counts as 2 of the 24 hours for "Registered CA Training" program being presented at FCA National Convention. Only those who register for the convention in the "RCA TRAINING" category will be admitted to the class.

10:20am-12pm

Naples 1-2

Ron Wellikoff, D.C.

Registered CA Training: Terminology

Dr. Wellikoff will also empower all CA's with knowledge of basic terminology that is used throughout the chiropractic field. All attendees will become comfortable with much of the terminology before leaving class, and be able to convey correct messages with patients come Monday Morning!

Class attendance will be taken for those CA's who wish to count this course toward a certificate of attendance. This course counts as 2 of the 24 hours for "Registered CA Training" program being presented at FCA National Convention. Only those who register for the convention in the "RCA TRAINING" category will be admitted to the class.

1pm-2:40pm & 3:20pm-5pm

Naples 1-2

Debra Hoffman, D.C.

Registered CA Training: Office Administration and Communication

Dr. Hoffman will be presenting a 4 hour program which will teach CA's the proper beginning, follow through, and ending to each patient visit. Front desk, phone and appointment scheduling will all be covered as well as proper communication and follow through during each patient visit, as it is the responsibility of chiropractic assistants to create a professional and comfortable atmosphere.

Class attendance will be taken for those CA's who wish to count this course toward a certificate of attendance. This course counts as 4 of the 24 hours for "Registered CA Training" program being presented at FCA National Convention. Only those who register for the convention in the "RCA TRAINING" category will be admitted to the class.

Sunday, August 29, 2010

AM

8am-9:40am

Naples 1-2

Ron Wellikoff, D.C.

Registered CA Training: Human Biology

This course will cover the two main systems of the body which all CA's encounter when working in a chiropractic office. Since chiropractic physicians treat the neuromusculoskeletal system (nerves and muscles), it is important to understand what you, the Chiropractic Assistant, will be working with as well. Also, Dr. Wellikoff will be lecturing on the importance of all information relating to the patient being recorded and documented in the patients chart, both properly and accurately.

Class attendance will be taken for those CA's who wish to count this course toward a certificate of attendance. This course counts as 2 of the 24 hours for "Registered CA Training" program being presented at FCA National Convention. Only those who register for the convention in the "RCA TRAINING" category will be admitted to the class.

10:20am – 12noon

Naples 1-2

Debra Hoffman, D.C.

Registered CA Training: Physical Therapy

Dr. Hoffman will be presenting physical therapy modalities and procedures. Both will be discussed and demonstrated, as they are used in a chiropractic office and serve as an adjunct to the chiropractic adjustment.

Class attendance will be taken for those CA's who wish to count this course toward a certificate of attendance. This course counts as 2 of the 24 hours for "Registered CA Training" program being presented at FCA National Convention. Only those who register for the convention in the "RCA TRAINING" category will be admitted to the class.

1pm-2:40pm

Naples 1-2

Ron Wellikoff, D.C.

Registered CA Training: Documentation, Record Keeping, & Coding

Dr. Wellikoff will be lecturing on the importance of all information relating to the patient being recorded and documented in the patients chart, both properly and accurately. He will demonstrate certain procedures for each CA to follow, so that appropriate documentation will be used in each office and the avoidance of medical malpractice, regulatory board complaints, false billing, lack of correlation relating to medical necessity for treatment, and the need to defend your actions with and for the patient can be avoided.

Class attendance will be taken for those CA's who wish to count this course toward a certificate of attendance. This course counts as 2 of the 24 hours for "Registered CA Training" program being presented at FCA National Convention. Only those who register for the convention in the "RCA TRAINING" category will be admitted to the class.

3pm-3:50pm

Naples 1-2

Ron Wellikoff, D.C.

Registered CA Training: First Aid and Emergency Procedures

This lecture will focus on the importance of being ready for any eventuality that may occur in the chiropractic office. While this program is not intended to certify a participant as first aid qualified, it will prepare the chiropractic assistant to react to sudden emergencies calmly and professionally. A discussion relating to such things as the first aid kit, emergency communications, automated external defibrillator, etc. will be the focus of this lecture.

Class attendance will be taken for those CA's who wish to count this course toward a certificate of attendance. This course counts as 1 of the 24 hours for "Registered CA Training" program being presented at FCA National Convention. Only those who register for the convention in the "RCA TRAINING" category will be admitted to the class.

4pm-4:50pm

Naples 1-2

EXAMINATION

Class attendance will be taken for those CA's who wish to count this course toward a certificate of attendance. This course counts as 1 of the 24 hours for "Registered CA Training" program being presented at FCA National Convention. Only those who register for the convention in the "RCA TRAINING" category will be admitted to the class.