



Aged & Community Services
SA & NT Inc

246 Glen Osmond Road Fullarton
Tel: (08) 8338 7111 Fax: (08) 8338 7077
www.agedcommunity.asn.au

ACFI Uncovered—Regional Workshop @ Wallaroo

Date: Wednesday 2nd September 2009

Time: 9 am–4 pm

Venue: Star of the Sea Catholic Church social area,
Elizabeth Street, WALLAROO

Presented by:

ACFI Consultant Jacqui Banham

Designed for:

Site managers, Directors of Care, Clinical Nurse Consultants, Clinical Nurses and any staff who work with ACFI and are responsible for assessments.

Contents:

ACFI in a nutshell ... this course will be adapted to capture new knowledge as it arises.

- ◆ How it works
- ◆ What it means for you
- ◆ Validation—what you need to know
- ◆ How to prepare for an ACFI claim
- ◆ How current clinical documentation fits in ACFI, RCS and Accreditation
- ◆ Taking a deeper look at the 12 ACFI questions

Register now! Please complete details on form overleaf.

**ACS thanks the Star of the Sea Home for the Aged, Wallaroo for
generously offering to host this session.**



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REGISTRATION FORM – ACFI Uncovered—Regional workshop

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Please complete the details below and FAX to (08) 8338 7077.

Registration fee (inc. GST)

ACS Members

Non Members

\$165

\$248

Name: _____

Position: _____

Name of employer/facility: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Special requirements (access, dietary requirements): _____

Terms & Conditions

Bookings: Must be made prior to the workshop on the registration form provided and FAXED back to ACS SA&NT 8338 7077. (Please note no telephone bookings will be accepted.)

Payment: An invoice will be issued upon receipt of registration and payment can be made by: **Cheque** – cheques should be made payable to ACS SA&NT and mailed to 246 Glen Osmond Road, Fullarton SA 5063 **Direct Credit** – payment can be deposited into ACS SA&NT bank account ANZ Bank Hutt Street BSB 015 056 Account 1001 04624. The relevant Invoice Number must be quoted to enable identification.

Registration transfer or cancellation: Cancellation of registration can be made up to five working days before an event. Cancellations made less than five working days before an event will be charged a 50% cancellation fee. A Credit Note will be issued if the account has been paid. Full payment is due for 'no shows' except in exceptional circumstances.

Transfer of a registration is permitted to a colleague within the same organization, or another organisation that is an ACS SA&NT member. Notice must be received by ACS in writing (email, fax, mail) at least five working days before the event. A 10% administration fee will be charged if the request for transfer is received 5 or less days before an event.

Course cancellations: ACS SA&NT reserves the right to cancel events if sufficient numbers are not achieved. In the case of a cancellation by ACS SA&NT all registration fees will be refunded in full.

Please note this registration is not an invoice.

ACS SA&NT will forward a confirmation and invoice for payment upon receipt of this registration.