

# DELIVERY TECHNICIAN CERTIFICATION™ PROGRAM

PRESENTED BY



HOME CARE EDUCATION INSTITUTE

DECEMBER 8, 2004

CLARION SUITES

MADISON, WI

Program Scheduled Time

8:30am-5:00pm

Written Test

5:00-6:00pm



SPONSORED BY



**WAMES**

*"Committed to Quality Home Medical Care"*  
WISCONSIN ASSOCIATION  
OF  
MEDICAL EQUIPMENT SERVICES

## COURSE OUTLINE:

- Equipment Education & Instruction: Review
- Best Delivery Practices
- OSHA Universal Precautions Training
- Required Federal Documentation
- D.O.T. Regulations
- Accreditation Standards
- Drug & Alcohol Regulations
- Customer Relations
- HIPAA Requirements: Review

## PROGRAM:

The American Association for Homecare has designed a certification program for delivery technicians in order to recognize persons who have successfully demonstrated their knowledge of a variety of equipment setups, documentation and data needed for company records, as well as the Joint Commission on Accreditation of Healthcare Organizations (JCAHO), Department of Transportation (DOT), and Occupational Safety and Health Administration (OSHA) requirements as it directly relates to their job description.

## REGISTRATION FEE:

Attendee only members*	\$145
Attenee only non-members*	\$250
AAH/WAMES members	\$195
Non-members	\$325

## HOTEL INFORMATION:

Please call the Clarion at 608-284-1234 to reserve a room (\$79 single/double).

## RETURN ATTACHED FORM TO:

AAHomecare  
Attn: Kim Kianka Roberti  
625 Slaters Lane, #200  
Alexandria, VA 22314 Fax: 703-836-6730

## WHO SHOULD ATTEND:

HME operations managers, dispatchers and delivery/service technician personnel.

Drivers will receive a certificate upon successful completion of the written test. A minimum of 80% is required on the written test for certification.

Cancellation Policy: Seminar registration cancellations must be received in writing at AAH no later than 10 days prior to the date of the seminar to qualify for a credit. No cash refunds will be granted. AAH reserves the right to cancel seminars because of emergencies, insufficient registrations, etc.

AAH SEMINAR REGISTRATION FORM

**YES**, I wish to attend the Delivery Technician Certification Program on December 8, 2004 at the Clarion, Madison, Wisconsin.

Please select the appropriate fee:

- Attendee only members\* ..... \$145  
 Attenee only non-members\* ..... \$250  
 AAH/WAMES Members ..... \$195  
 Non-Member ..... \$325

### Questions?

Please call Terri Judd at 703-836-6263.

\*Register as an Attendee Only (receive the education but not certification). The fee includes a program manual and Certificate of Attendance. Not for delivery personnel seeking certification.

## REGISTRANT INFORMATION: (PLEASE PHOTOCOPY FORM FOR ADDITIONAL REGISTRANTS)

NAME	TITLE
COMPANY NAME	
STREET ADDRESS	
CITY / STATE / ZIP (PLUS 4)	
TELEPHONE	FAX

## METHOD OF PAYMENT:

- Payment is enclosed (check made payable to **AAH**)  
 Bill my credit card:  Visa  MasterCard  American Express  
 card no. \_\_\_\_\_ expir. date \_\_\_\_\_  
 name on card \_\_\_\_\_ signature \_\_\_\_\_

Please list total amount enclosed or to be charged:  
 \$ \_\_\_\_\_