



CASP CORE COURSE I Administering the Retirement Housing Community

October 14-15, 2006
Radisson Hotel Central – Schaumburg

Saturday, October 14, 2006

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| 6:30 a.m. - 8:00 a.m. | Registration (Continental Breakfast available—6:30 a.m. on Saturday and 7:30 a.m. the rest of the week.) |
| 8:00 a.m. - 9:00 a.m. | Welcome and Introductions |
| 9:00 a.m. - 10:00 a.m. | Lesson I: Philosophy of Housing Management and Governance |
| 10:00 a.m. - 10:15 a.m. | Break |
| 10:15 a.m. – 11:00 a.m. | Lesson I: Philosophy of Housing Management and Governance (cont'd.) |
| 11:00 a.m. - 12:15 p.m. | Lesson II: Management and Administration |
| 12:15 p.m. - 1:30 p.m. | Lunch (on your own) |
| 1:30 p.m. - 3:15 p.m. | Lesson II: Management and Administration (cont'd.) |
| 3:15 p.m. - 3:30 p.m. | Break |
| 3:30 p.m. - 5:30 p.m. | Lesson III: Human Resource Management |
| 6:30 p.m. | Welcome Dinner (included in registration fee) (Located in the hotel) |

Sunday, October 15, 2006

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| 7:30 a.m. – 8:00 a.m. | Continental Breakfast |
| 8:00 a.m. - 10:00 a.m. | Lesson VI: Marketing |
| 10:00 a.m. - 10:15 a.m. | Break |
| 10:15 a.m. - 12:15 p.m. | Lesson IV: Legal Issues |
| 12:15 a.m. - 1:30 p.m. | Lunch (on your own) |
| 1:30 p.m. - 2:30 p.m. | Lesson IV: Legal Issues (cont'd.) |
| 2:30 p.m. - 2:45 p.m. | Break |
| 2:45 p.m. - 4:45 p.m. | Lesson V: Fair Housing & Ethical Decision-Making |
| 4:45 p.m. - 5:00 p.m. | Closing Remarks, Evaluations, and Exam Policy |
| 5:30 p.m. | Meet in Lobby for CASP Networking Dinner and facility tour to Friendship Village of Schaumburg |



CASP CORE COURSE II Management and the Aging Resident



October 16-17, 2006
Radisson Hotel Central – Schaumburg

Monday, October 16, 2006

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| 7:30 a.m. - 8:00 a.m. | Registration and Continental Breakfast |
| 8:00 a.m. - 8:15 a.m. | Welcome and Introductions |
| 8:15 a.m. – 10:00 a.m. | Lesson I: The Aging Society |
| 10:00 a.m. - 10:15 a.m. | Break |
| 10:15 a.m. - 12:15 p.m. | Lesson II: Biological Aspects of Aging |
| 12:15 p.m. - 1:30 p.m. | Lunch (on your own) |
| 1:30 p.m. - 2:30 p.m. | Lesson II: Biological Aspects of Aging (cont'd) |
| 2:30 p.m. - 2:45 p.m. | Break |
| 2:45 p.m. - 4:45 p.m. | Lesson IV: Psychological Aspects of Aging |

Tuesday, October 17, 2006

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| 7:30 a.m. - 8:00 a.m. | Continental Breakfast |
| 8:00 a.m. - 9:45 a.m. | Lesson III: Social Aspects of Aging |
| 9:45 a.m. - 10:00 a.m. | Break |
| 10:00 a.m. - 11:45 a.m. | Lesson V: Long-Term Care and Social Service Networks |
| 11:45 a.m. - 1:00 p.m. | Lunch (included in registration fee – Hotel Restaurant) |
| 1:00 p.m. - 3:00 p.m. | Lesson VI: Hospitality and Guest Services |
| 3:00 p.m. - 3:15 p.m. | Break |
| 3:15 p.m. - 5:15 p.m. | Integrating Gerontological Principles with Management |
| 5:15 p.m. - 5:30 p.m. | Closing Remarks, Evaluations, and Exam Policy |



CASP CORE COURSE III Managing the Financial and Physical Environments



December 4-5, 2006
Radisson Hotel Central – Chicago

Monday, December 4, 2006

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| 7:30 a.m. - 8:00 a.m. | Registration and Continental Breakfast |
| 8:00 a.m. - 8:15 a.m. | Welcome and Introductions |
| 8:15 a.m. - 10:00 a.m. | Lesson I: Financial Overview |
| 10:00 a.m. - 10:15 a.m. | Break |
| 10:15 a.m. - 12:15 p.m. | Lesson II: The Budgeting Process |
| 12:15 p.m. – 1:15 p.m. | Lunch (on your own) |
| 1:15 p.m. – 3:15 p.m. | Lesson IV: Financing the Development of a Long-Term Care Facility |
| 3:15 p.m. - 3:30 p.m. | Break |
| 3:30 p.m. - 5:30 p.m. | Lesson V: Environmental Design |

Tuesday, December 5

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| 7:30 a.m. - 8:00 a.m. | Continental Breakfast |
| 8:00 a.m. - 10:00 a.m. | Lesson III: Financial Trends Monitoring |
| 10:00 a.m. - 10:15 a.m. | Break |
| 10:15 a.m. - 11:45 a.m. | Lesson VI: Asset Management |
| 11:45 a.m. - 1:15 p.m. | Lunch (included in registration fee) |
| 1:15 p.m. - 3:15 p.m. | Lesson VII: Dining Management and Philosophy of Service in Long-Term Care |
| 3:15 p.m. - 3:30 p.m. | Closing Remarks, Questions, and Evaluations |