

FACULTY

Kim Hodous took a kitchen table hobby and turned it into a seven-figure business and was recognized by being one of the first 25 people inducted into the Arkansas Small Business Hall of Fame. She combines her business expertise with a keen insight on life to empower leaders, teams and audiences to achieve extraordinary success, health and happiness in both business and life. With high energy and humor, she shares practical strategies that are instantly applicable and allow participants to create win-win scenarios in both their professional and their personal endeavors. She is nationally known on the topics of work and life balance, leadership for women, communication, networking, productivity and getting more of what you want out of life. Kim Hodous is the best-selling author of three books, was named the 2012 author of the year by the National Academy of Best Selling Authors and was the recipient of the esteemed Quilly Award.



GENERAL INFORMATION

The 2016 Nebraska Health Care Administrative Professionals Conference is held on Wednesday, April 27, 2016, at the Holiday Inn Convention Center in Kearney, Nebraska.

Registration form and payment must be received by April 15, 2016.

Lodging information

A block of rooms has been reserved for the evening of April 26, 2016, at the Holiday Inn Convention Center, 110 Second Avenue in Kearney. Please call (308) 237-5971 to reserve a room in the NHA block by **April 5, 2016**. When making your reservation, please mention you are attending the Nebraska Hospital Association Administrative Professionals Conference to receive the discounted rate of \$94.95 per night + tax.

Conference cancellation policy

Cancellations received in writing up to five business days prior to the event will be given a full refund less a \$50 per person processing fee. No refunds will be given for cancellations received less than five business days prior to the event. Substitutions are permitted.

Dress

Business casual dress is appropriate for all events. Please note, meeting room temperatures often are difficult to regulate, so dressing in layers is suggested.

Special needs

In accordance with the Americans with Disabilities Act, the Nebraska Hospital Association seeks to make this conference accessible to all. If you have a disability that may require special accommodations or have any dietary restrictions, please e-mail your needs to hbullock@nebraskahospitals.org or call (402) 742-8148.

Questions

For questions about content, contact Jon Borton, vice president, educational services, at (402) 742-8147 or email jborton@nebraskahospitals.org. For questions about registration, contact Heather Bullock, member services & events manager, at (402) 742-8148 or e-mail hbullock@nebraskahospitals.org.

2016 Nebraska Health Care Administrative Professionals Conference

Wednesday, April 27, 2016

Holiday Inn Convention Center
Kearney, NE



In appreciation of their valuable support and dedication to the hospitals and health systems of Nebraska, the Nebraska Hospital Association offers this program specifically designed for administrative professionals.

NHA Nebraska
Hospital
Association

OVERVIEW

This event, during national Administrative Professionals Week, honors the special dedication of Nebraska's hospital and health care administrative professionals. Every day, administrative professionals across the state exceed standards of excellence by providing outstanding support in their facilities. We encourage all NHA member hospitals and health systems to support their administrative professionals from any department in attending this conference. Talented, bright and experienced administrative professionals are integral to health care organizations and this conference is intended to provide new, fresh ways to excel in an administrative position.

Last year, **Kim Hodous** entertained attendees with her upbeat presentation, and she is returning to present again this year.

PROGRAM AGENDA

8:00 – 8:30 a.m.

Registration & Continental Breakfast

8:30 – 9:15 a.m.

Welcome and Getting to Know the NHA

Laura J. Redoutey, FACHE, NHA President

NHA President Laura Redoutey will welcome participants and provide a brief overview and describe the resources available to you as members of the Association.

9:15 – 10:30 a.m.

READY SET GOAL! How to Stop Setting Goals and Start Achieving Them

Lose weight. Take a trip. Write a book. Get a promotion. Clean out the garage. Save money. We all have goals and wish lists. But many of us set goals every year—just to see few, if any of them—come to life. It's time to stop being busy with endless to-do lists while the things that really matter get pushed to the bottom for later or next time. Kim Hodous's tried and true GRAND Goal Setting System will clarify your vision, energize your imagination and show you the path to making your goals and dreams into your reality. This organized process has helped thousands of people transform their dreams into achievable goals and provided them with the tools to create a new reality to live a life beyond their wildest dreams.

10:30 – 10:45 a.m.

Break

10:45 a.m. – 12:00 p.m.

Communication Keys for Effective Team Building: It's Not About What You Say, It's About What You Hear

Effective communication in the workplace is perhaps the most overlooked tool in reaching success. Communication sounds easy—we do it every day with those around us without giving it much thought. But effective communication takes a bit of finesse. You will learn how to produce the very best outcome in any situation that results in increased motivation, productivity and profitability. You'll be implementing this information before you leave the training!

12:00 – 1:00 p.m.

Networking Lunch

1:00 – 2:00 p.m.

Leadership for Professional Excellence

Leadership starts from the inside out. The first step of mastering leadership is mastering yourself. In this fun and interactive leadership session, we practice the skills that bring about trust, respect and loyalty. We'll make sure that each administrative professional is contributing to the overall success of the whole and that the bigger picture is driving your actions.

2:00 – 2:15 p.m.

Break

2:15 – 3:30 p.m.

Show Up, Be Bold, Play Big: Go From Average to Extraordinary

The greatest success experts of the ages—from Aristotle to Napoleon Hill—have drilled down to the common keys of success being directly linked to your thoughts, words and actions. With all the demands, regulations and changes happening in health care today, it's easy to get discouraged and overwhelmed. We'll end the day with a review of success principals that directly affect your productivity and ultimately, your bottom line. Fun, interactive and yet jammed full of content, tools and strategies to get your mindset lined up for growth and excellence.

3:30 p.m.

Adjourn

NHA Nebraska
Hospital
Association

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