

The Update is a bi-weekly web newsletter published by the Iowa Department of Public Health's Bureau of Family Health. It is posted the second and fourth week of every month, and provides useful job resource information for departmental health care professionals, information on training opportunities, intradepartmental reports and meetings, and additional information pertinent to health care professionals.

## In this issue...

**1-2 Are Children Receiving the Dental Treatment they Need?**

**3 The Check-Up Now Available**

**3 UNNATURAL CAUSES**

**3 OPA Publications Available**

**4-5 Consent for Maternal and Child Health Services**

**6 News from the Bureau of Oral and Health Delivery Systems - Oral Health Center**

**6 IME Informational Letter #1126**

**7 Calendar of Events**

**8 Directory**

**9-13 Additional Information**

## Are children receiving the dental treatment they need?

By Tracy Rodgers, Bureau of Oral and Health Delivery Systems

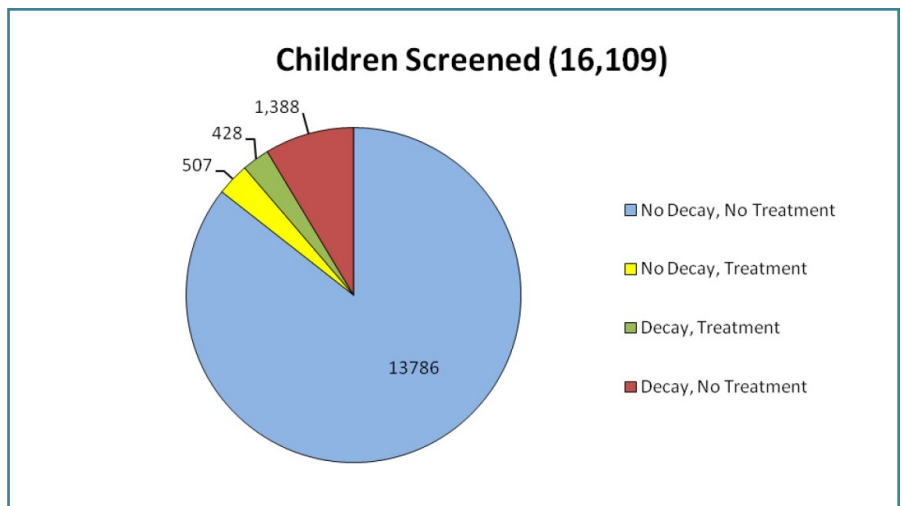
### Background

An intern with the Iowa Department of Public Health conducted a study in 2011 to find out if Medicaid-enrolled children identified with decay at an oral screening receive restorative dental treatment.



### Methods

CARes data was used to identify Medicaid-enrolled children ages 0-12 who received screenings from January - April 2010. Other information that was considered regarding the children screened included medical and dental home status. The CARes screening data were then matched with restorative dental procedure codes from Medicaid paid claims, which included D2120-2954 (amalgam, composite, and temporary fillings; crowns), D3110-3352 (root canal procedures), and D7111-7250 (extractions). Paid claims were reviewed from January - October 2010. In the end, the D7000 codes were not included due to the more difficult assumption that extractions performed were the result of decay.



*continued on next page*

# Are children receiving the dental treatment they need?

continued

- 11 percent of children screened were identified with decay
- 24 percent of those received restorative treatment; 76 percent did not
- 4 percent of those *not* identified with decay received restorative treatment

Of the children identified with decay at a screening, children with a dental home (as determined in CAReS), were significantly more likely to receive their restorative treatment. Also, children younger than age five were more likely to receive restorative treatment than older children.

## Discussion

The results raise several questions and considerations.

- Did some children become ineligible for Medicaid - resulting in no paid claim for treatment?
- Or perhaps the family now had coverage through an employer and no longer needed to bill Medicaid for treatment which may have been provided?
- Did they receive care, but the dental office did not bill Medicaid?
- It is also possible that upon seeing a child for a dental exam, dentists opted to "watch" some areas of decay. Occasionally dentists prefer to keep an eye on what they consider to be small areas of decay, or even delay treatment because the decay is in a tooth that may be exfoliated soon.
- Should future study considerations to determine follow-up be simplified to only match screenings with paid claims for dental examinations?

And - why did so many children receive restorative care who were *not* identified with decay at a screening?

- Are the professionals doing the screening not accurately identifying decay due to practice act concerns?
- Perhaps decay was found due to the more comprehensive nature of a dental exam. For example, x-rays are typically done at an exam, and are not a tool commonly used in public health settings for screenings.
- The study used an assumption that the procedure codes reviewed were those that would be filed due to treatment of decay. However, without knowing the actual diagnosis, it is difficult to know why specific procedures are provided. Use of diagnosis coding within dentistry would be beneficial.

IDPH will pursue additional opportunities to continue this type of study to draw more conclusions about the ability of Iowa children to receive care as a result of services provided through I-Smile™. In addition, the importance of dental care coordination will also be re-emphasized with local programs.

## Acknowledgements

Leah Zilversmit, MPH candidate at Emory University in Atlanta

## March-April 2012 Iowa Health Reform - The Check-Up Now Available

The March-April 2012 edition of The Check-Up has been released and is available at [www.idph.state.ia.us/IdphArchive/Archive.aspx?channel=CheckUp](http://www.idph.state.ia.us/IdphArchive/Archive.aspx?channel=CheckUp). The Check-Up is a newsletter designed to keep interested Iowans up-to-date on the progress of health reform initiatives in the state. Please share this information with anyone you think would be interested.

A section is included on page 3 under "Health Homes" which asks for your input. This section, provides information on a proposal DHS is seeking approval on from CMS to move forward with implementation of a comprehensive approach aimed at integrating care and improving patient health for dually-eligible Medicaid and Medicare members. The proposal focuses on care coordination, the reduction of avoidable hospital readmissions and transitions from an inpatient stay to other settings. The proposal utilizes current systems and builds upon current assets and delivery systems to create this new opportunity.

## UNNATURAL CAUSES

Why not choose a "no-expense" way of sharing information on health disparities and provide in-service training to the staff at your agency.



The Unnatural Causes video is available for a three-month lending period. Contact Janice Edmunds-Wells at 515-281-4904 or by email at [janice.edmunds-wells@idph.iowa.gov](mailto:janice.edmunds-wells@idph.iowa.gov). We have videos waiting to be requested.

## OPA Publications Available

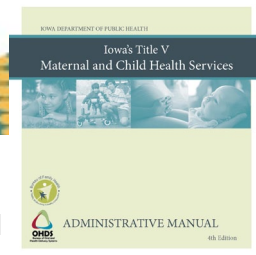
After June 6, 2012, the Office of Population Affairs will no longer fund the OPA Clearinghouse. However, Title X Information and Education remains an important part of the Title X Family Planning program. As such, you can still access and download materials directly through the OPA website at [www.hhs.gov/opa](http://www.hhs.gov/opa).

For a limited time, the OPA Clearinghouse is offering larger quantities of materials than normally permitted. The title of items available are listed on page 9 of **The UPdate**. Orders will be processed and filled on a first-come, first-served basis. Orders received after May 25 cannot be processed. To order, please email or fax the form (page 9 of **The UPdate**) to the email or number listed on the form.

**For assistance, call the OPA Clearinghouse at 1-866-640-7827, Monday through Friday, 9 a.m. to 5 p.m. Eastern Standard Time.**

# MCH Administrative Manual

## Consent for Maternal and Child Health Services



Section 307 of the 4<sup>th</sup> edition of the MCH guidance on obtaining 'Consent for the process of communication between a patient and health professional that results in the patient's authorization or agreement to undergo a specific medical intervention. For both ethical and legal reasons, patients must be given enough information to be fully informed before deciding to receive health care services. Informed consent must be documented in writing.

Administrative Manual provides Services'. Informed consent is the process of communication between a patient and health professional that results in the patient's authorization or agreement to undergo a specific medical intervention. For both ethical and legal reasons, patients must be given enough information to be fully informed before deciding to receive health care services. Informed consent must be documented in writing.

Although this process of communication involves documenting the patient's permission to receive health services, obtaining consent is much more than having a patient sign a written consent form. Patients have a fundamental right and need to receive information, both orally and written, about their preventive health care services in a manner they can fully comprehend and that will lead to shared decision-making. The process of obtaining consent can be hampered by growing rates of health illiteracy and language barriers.

### Consents for clients who present for services ...

All clients who present in person for maternal or child health services sign a form verifying that they agree to receive services provided by the Title V agency. In the case of a minor child, the parent or guardian signs the consent on behalf of the child. A signed consent is obtained from each client and is maintained in the client's chart. The consent for services is valid for one year unless withdrawn in writing by a parent, guardian or client.

Section 310 of the 4<sup>th</sup> edition of the MCH Administrative Manual 'Minor Consent' provides guidance on consent for pregnant minors. It states, "For pregnant minors, Iowa law does not expressly address whether minors can receive prenatal care services without consent from a parent or guardian. However, federal and state common law and statutes do likely authorize a minor to consent to these services without parental consent in the majority of health care settings. Providers with questions about this area of law are encouraged to contact their own legal counsel for guidance."

### Clients who do not present for services ...

Not all clients appear in person for Title V services. For example, clients who receive informing and care coordination services are often contacted by phone. For these services, a signed consent form is not needed.

*continued on next page*

# Consent for Maternal and Child Health Services *continued*

A contract between the Iowa Department of Human Services, Iowa Medicaid Enterprise and the Iowa Department of Public Health provides the authority for providing informing and care coordination.

## Maternal Health and Child Health Consent Forms

During the fall of 2011, the Iowa Department of Public Health's Assistant Attorney General reviewed and approved proposed templates for maternal health and child health consent forms. She advised the following:

- The consent forms should be specific and separate for each program (not a joint MCH consent form).
- The consent forms should address only the issue of consent (*not combined with intake questions or release of information*).
- The client should clearly understand what they are signing and the services that they or their child will be receiving.
- Local Title V agencies are encouraged to have their own legal counsel review the agency's consent for services forms and may edit based upon local attorney advisement.

## Where do we find MH and CH Consent Form templates?

MH and CH Consent Form templates are found in Appendix A16 and Appendix A17 of the 4<sup>th</sup> edition of the MCH Administrative Manual at [www.idph.state.ia.us/hpcdp/common/pdf/family\\_health/mch\\_manual.pdf](http://www.idph.state.ia.us/hpcdp/common/pdf/family_health/mch_manual.pdf). They are also found on the Maternal and Child Health Project Management website at [www.idph.state.ia.us/hpcdp/mch\\_costing.asp](http://www.idph.state.ia.us/hpcdp/mch_costing.asp).

You will notice that the consent templates include verification that the client or parent/guardian received the agency's Notice of Privacy Practices according to Health Insurance Portability and Accountability Act guidelines. It also establishes that records are the property of IDPH and can be shared with IDPH, IME, or their designees for audit, quality improvement, or other legally authorized purposes.

## Oral Health Consent Forms

Sample oral health consent forms have been developed by the IDPH Oral Health Center. In addition, a **combined** consent and release of information was authorized by the Assistant Attorney General for **only** those situations where a parent is not present when a child receives services (such as oral screenings or fluoride varnish provided in school settings or in Head Start). In this case, the combined consent and release form is provided to the family for signature prior to the child receiving services. Feel free to contact your agency's Oral Health Consultant for current oral health consent forms.

## Other questions?

If you have questions regarding the consent for services, please contact your lead MCH or Oral Health consultant!

## Oral Health Recent Events

### News from the Bureau of Oral and Health Delivery Systems - Oral Health Center

#### Set your DVR!

As a follow up to a story done in February about the number of Americans using hospital emergency rooms for dental issues, the PBS television show "Frontline" will air another segment about oral health access problems in June. The air date currently planned is Tuesday, June 26. Mark your calendar and check your local listings!



**For more information on oral health, contact the Oral Health Center at 1-866-528-4020.**

## Administration/Program Management

### IME Informational Letter #1126: Annual Provider Training 2012

The Iowa Medicaid Enterprise has released Informational Letter #1126 announcing the DHS 2012 Annual Provider Training available to all Medicaid providers. This year the IME is offering trainings in 15 communities across the states. The following four training modules will be offered once per site over a two day period:

- **General Medicaid Policies and Procedures:** This module provides an overview of general policies, billing information and forms, recent and upcoming changes affecting providers, and general questions and answers.
- **Documentation Standards:** This module provides a review of Iowa Administrative Code Chapters 79.3 and 79.4 which addresses documentation requirements identified in the Iowa Administrative Code.
- **Managed Care:** This module presents an overview of all the different managed care programs within the Medicaid program. A section will relate to Health Information Technology as it pertains to Iowa's incentive payment program. Topics will include: health homes, lock-in, MediPASS/HMO, Iowa Care, Disease Management and PACE.
- **Home and Community Based Services Waiver and Habilitation:** This module presents an overview of all HCBS Waiver programs under Iowa Medicaid, including Habilitation. A segment will pertain to individual Consumer Directed Attendant Care.

See Informational Letter #1126 on pages 10-13 of **The Update** for more information, including dates, times and locations of the training sessions. To register, go to [www.ime.state.ia.us/Providers/ATRegistration.html](http://www.ime.state.ia.us/Providers/ATRegistration.html).

If you have any questions, contact the IME Provider Services Unit at 1-800-338-7909 (515-256-4609 in the Des Moines area) or by email at [imeproviderservices@dhs.state.ia.us](mailto:imeproviderservices@dhs.state.ia.us).

# Calendar

May 17, 2012

**Breastfeeding Conference**

8:30 a.m. - 4:30 p.m., 1800-50th Street, Des Moines

Registration brochure is available at [www.iowahealth.org](http://www.iowahealth.org).

June 21, 2012

**\*Bureau of Family Health Grantee Committee Meeting**

9 - 11:30 a.m., GoToWebinar

\* Required meeting

## JUNE

### Contract Required Due Dates

12 - FP Client Visit Records

15 - Electronic Expenditure  
Workbooks

21 Grantee Committee  
Meeting

28 Export WHIS Records to  
IDPH

30 CARES/WHIS Service Note  
Review



# THE UPdate



**Bureau of Family Health: 1-800-383-3826**

**Teen Line: 1-800-443-8336**

**Healthy Families Line: 1-800-369-2229**

**FAX: 515-242-6013**

<b>NAME</b>	<b>PHONE</b>	<b>E-MAIL</b>
Beaman, Janet	281-3052	<a href="mailto:janet.beaman@idph.iowa.gov">janet.beaman@idph.iowa.gov</a>
Boltz, Rhonda	281-4926	<a href="mailto:rhonda.boltz@idph.iowa.gov">rhonda.boltz@idph.iowa.gov</a>
Brown, Kim	281-3126	<a href="mailto:kim.brown@idph.iowa.gov">kim.brown@idph.iowa.gov</a>
Connet, Andrew	281-7184	<a href="mailto:andrew.connet@idph.iowa.gov">andrew.connet@idph.iowa.gov</a>
Couch, Roger	281-4653	<a href="mailto:roger.couch@idph.iowa.gov">roger.couch@idph.iowa.gov</a>
Cox, Jinifer	281-7085	<a href="mailto:jinifer.cox@idph.iowa.gov">jinifer.cox@idph.iowa.gov</a>
Dhooge, Lucia	281-7613	<a href="mailto:lucia.dhooge@idph.iowa.gov">lucia.dhooge@idph.iowa.gov</a>
Ellis, Melissa	242-5980	<a href="mailto:melissa.ellis@idph.iowa.gov">melissa.ellis@idph.iowa.gov</a>
Goebel, Patrick	281-3826	<a href="mailto:patrick.goebel@idph.iowa.gov">patrick.goebel@idph.iowa.gov</a>
Hageman, Gretchen – <i>Bureau Chief</i>	745-3663	<a href="mailto:gretchen.hageman@idph.iowa.gov">gretchen.hageman@idph.iowa.gov</a>
Hobert Hoch, Heather	281-6880	<a href="mailto:heather.hobert@idph.iowa.gov">heather.hobert@idph.iowa.gov</a>
Horak, Shelley	281-7721	<a href="mailto:shelley.horak@idph.iowa.gov">shelley.horak@idph.iowa.gov</a>
Horras, Janet	954-0647	<a href="mailto:janet.horras@idph.iowa.gov">janet.horras@idph.iowa.gov</a>
Hummel, Brad	281-5401	<a href="mailto:brad.hummel@idph.iowa.gov">brad.hummel@idph.iowa.gov</a>
Johnson, Marcus	242-6284	<a href="mailto:marcus.johnson-miller@idph.iowa.gov">marcus.johnson-miller@idph.iowa.gov</a>
Kappelman, Andrea	281-7044	<a href="mailto:andrea.kappelman@idph.iowa.gov">andrea.kappelman@idph.iowa.gov</a>
Mauch, Sarah	725-2289	<a href="mailto:sarah.mauch@idph.iowa.gov">sarah.mauch@idph.iowa.gov</a>
Molsberry, Caitlin	725-2829	<a href="mailto:caitlin.molsberry@idph.iowa.gov">caitlin.molsberry@idph.iowa.gov</a>
Montgomery, Juli	242-6382	<a href="mailto:juliann.montgomery@idph.iowa.gov">juliann.montgomery@idph.iowa.gov</a>
O'Hollearn, Tammy	242-5639	<a href="mailto:tammy.ohollearn@idph.iowa.gov">tammy.ohollearn@idph.iowa.gov</a>
Pearson, Analisa	281-7519	<a href="mailto:analisa.pearson@idph.iowa.gov">analisa.pearson@idph.iowa.gov</a>
Peterson, Janet	242-6388	<a href="mailto:janet.peterson@idph.iowa.gov">janet.peterson@idph.iowa.gov</a>
Piper, Kim	720-4925	<a href="mailto:kimberly.piper@idph.iowa.gov">kimberly.piper@idph.iowa.gov</a>
Rasmusson, Addie	281-6071	<a href="mailto:addie.rasmusson@idph.iowa.gov">addie.rasmusson@idph.iowa.gov</a>
Steffen, Esha	725-2160	<a href="mailto:esha.steffen@idph.iowa.gov">esha.steffen@idph.iowa.gov</a>
Trusty, Stephanie	281-4731	<a href="mailto:stephanie.trusty@idph.iowa.gov">stephanie.trusty@idph.iowa.gov</a>
Vierling, Sonni	281-8284	<a href="mailto:sonni.vierling@idph.iowa.gov">sonni.vierling@idph.iowa.gov</a>
West, PJ	229-9976	<a href="mailto:pj.west@idph.iowa.gov">pj.west@idph.iowa.gov</a>
Wheeler, Denise	281-4907	<a href="mailto:denise.wheeler@idph.iowa.gov">denise.wheeler@idph.iowa.gov</a>
Wolfe, Meghan	242-6167	<a href="mailto:meghan.wolfe@idph.iowa.gov">meghan.wolfe@idph.iowa.gov</a>

Area code is 515





# Publications Order Form

Complete this form and mail, e-mail, phone, or fax your order.

**Mail to:** P.O. Box 30686  
Bethesda, MD 20824-0686

**E-mail:** info@opaclearinghouse.org

**Call:** 1-866-640-7827  
(M-F, 9 a.m. - 5 p.m., ET)

**Fax to:** 1-866-592-3299

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, & ZIP: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Check the **one** category that best describes the organization you are ordering materials for.

Health care provider:  Clinic  Other \_\_\_\_\_

Educational institution:  College or university  High school  Middle school  
 Elementary school  Other \_\_\_\_\_

Library or other information service

Other: \_\_\_\_\_

Check **all** categories that apply to this organization.

Funded by:  Title  Grant  Other \_\_\_\_\_ State  Local

For profit  Not for profit  Faith-based

**Fax or E-mail your order today. Orders must be received by May 25.**

Write the quantity in the blank next to the item requested.

**Boxes/bundles cannot be split**

Per box/ bundle	# boxes/ bundles	ADOLESCENTS
500	_____	Sólo para jóvenes #1: Muchos jóvenes dicen "No"
500	_____	Sólo para jóvenes #3: Lo que debes saber sobre la anticoncepción
Per box/ bundle	# boxes/ bundles	ADOPTION
50	_____	The Adoption Option
50	_____	La opción de adopción
50	_____	Are You Pregnant and Thinking About Adoption?
Per box/ bundle	# boxes/ bundles	CONTRACEPTION
175	_____	Birth Control Guide
100	_____	Just had sex? Afraid of Pregnancy? (ECPs)
100	_____	¿Tuviste relaciones? ¿Temas estar embarazada? (PAE)
Per box/ bundle	# boxes/ bundles	FOR HEALTHCARE PROFESSIONALS
100	_____	Birth Control Chart
50	_____	The Basics of Adoption Practice
50	_____	Why Screen for Chlamydia? An Implementation Guide
50	_____	Taking Care of Mom: Healthcare Providers Guide
50	_____	Human Trafficking Health Care Provider Packet (English) <i>(Provider Assessment Card, Pocket Assessment Card, Brochure, and Poster)</i>
50	_____	Human Trafficking Health Care Provider Packet (Spanish) <i>(Provider Assessment Card, Brochure, and Poster)</i>

50	_____	Medical Eligibility Criteria (MEC) Provider Packet ( <i>MEC MMWR, Postpartum Update MMWR, and Summary Chart</i> )
Per box/ bundle	#boxes/ bundles	GENERAL REPRODUCTIVE HEALTH
200	_____	Pruebas de Papanicolaou — Fact Sheet
200	_____	Fibroids — Fact Sheet
200	_____	Fibromas — Fact Sheet
200	_____	Medicine and Pregnancy — Fact Sheet
200	_____	Los medicamentos y el embarazo — Fact Sheet
200	_____	Infertility — Fact Sheet
200	_____	Esterilidad — Fact Sheet
200	_____	Mammograms — Fact Sheet
200	_____	Mamografías — Fact Sheet
200	_____	Abnormal Pap Test Results — Understanding Your Diagnosis and Management Options
50	_____	Resultado anormal del Papanicolaou — Cómo entender su diagnóstico y opciones de tratamiento
100	_____	Taking Care of Mom. Nurturing Self as Well as Baby
300	_____	Cuidando a la Madre. Cuidese, igual como cuida a su bebé
100	_____	Before You Know You're Pregnant
100	_____	Antes de que te des cuenta que estás embarazada

Per box/ bundle	# boxes/ bundles	NEW MEDIA
250	_____	Text Messaging Card (Black)
250	_____	Text Messaging Card (Magenta)
Per box/ bundle	# boxes/ bundles	SEXUALLY TRANSMITTED INFECTIONS/DISEASES
200	_____	Women and HIV — Fact Sheet
200	_____	La mujer y el VIH — Fact Sheet
200	_____	HPV (human papillomavirus) — Fact Sheet
200	_____	Virus del papiloma humano (VPH) — Fact Sheet
200	_____	Chlamydia: The Facts
200	_____	Clamidia: La Realidad
200	_____	Gonorrhea: The Facts
200	_____	Gonorrea: La Realidad
200	_____	Trichomoniasis: The Facts
200	_____	Tricomoniasis: La Realidad
Per box/ bundle	# boxes/ bundles	STERILIZATION
250	_____	Consent for Sterilization
250	_____	Consentimiento para la esterilización
Per box/ bundle	# boxes/ bundles	TITLE X PROGRAM
1	_____	Program Guidelines for Project Grants for Family Planning Services, 2001



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

## INFORMATIONAL LETTER NO.1126

**DATE:** May 11, 2012

**TO:** All Iowa Medicaid Providers

**ISSUED BY:** Iowa Department of Human Services, Iowa Medicaid Enterprise (IME)

**RE:** Annual Provider Training 2012

The Iowa Medicaid Enterprise would like to invite all Iowa Medicaid providers to the Annual Provider Training for 2012. Based on the success of last year and in continuing our goal of reaching out to all providers, the IME is pleased to offer sessions in 15 different communities throughout the state. We are also offering two new sessions that we feel will greatly assist providers in their understanding of the Medicaid program.

This year each location will offer four distinct training modules. Each training session will be presented **once** per site over a two day period.

- 1. General Medicaid Policies and Procedures:** An overview of the Medicaid program. This session is intended to familiarize new providers with the program policies and emphasize billing changes within the last year. This session will cover the following topics:
  - General Medicaid policies
  - Billing information and forms
  - Recent and upcoming changes affecting providers
  - General questions and answers
- 2. Documentation Standards:** A review of the Iowa Administrative Code (IAC) Chapters 79.3 and 79.4. This information is important to all provider types, as we discuss the documentation required by the Iowa Administrative Code. *Please note as the IAC remains constant, this training maintains the same information and intent as previous years.*
- 3. Managed Care:** An overview of all the different Managed Care programs that are within the Medicaid program. This is intended to educate providers about the various programs that encompass Managed Care with a section relating to Health Information Technology (HIT) as it pertains to Iowa's incentive payment program. These sessions will cover the following topics:
  - Health Homes
  - Lock-in

- Medipass/HMO option with Meridian
- Iowa Care
- Disease Management
- PACE

**4. Home and Community Based Services (HCBS) Waiver and Habilitation:** An overview of all HCBS Waiver programs, including Habilitation, under Iowa Medicaid. This session is intended to educate providers on the general waiver processes, provider responsibilities with Iowa Medicaid. The module will include a discussion on Case Manager and IME interactions and a specific segment relating to the Individual Consumer Directed Attendant Care (CDAC) providers. These sessions will include the following topics:

- Overview of each waiver program
- Waiver provider responsibilities
- Consumer Directed Attendant Care (CDAC)
- Upcoming code conversion

**Registration:** Once again the IME is using an online registration tool to prevent overbooking of the training sessions, and to simplify the sign-in process at each venue. Each individual training session will have its own registration form.

- If you are unable to complete the online registration form because you do not have internet access, please contact the Provider Services Unit 1-800-338-7909, locally 515-256-4609 or by email at [imeproviderservices@dhs.state.ia.us](mailto:imeproviderservices@dhs.state.ia.us) and a representative will complete a form on your behalf.
- If you are unable to register because a session is fully booked, please review the schedule of the site sessions for a different location near your community.
- **Each attendee must register for each session(s).** For example, if you plan to attend General Policies and Procedures in the morning and Waiver in the afternoon you must complete **two** (2) registration forms.

Please plan on attending your selected session(s). You will only be contacted by the IME if we are unable to accommodate your request(s). Actual session end times will be dependent on the need of each particular session. The time frames provided are an estimate, and we ask you to plan accordingly. There is no cost to attend these sessions.

### **How to Register:**

Listed on the following pages are the dates, times and locations of the Annual Training 2012 sessions. All providers are welcome to attend both morning and afternoon sessions. Please go to our website at [www.ime.state.ia.us/Providers/ATRegistration.html](http://www.ime.state.ia.us/Providers/ATRegistration.html) to complete the online Annual Training Registration form.

**Site Information:** Listed below are the dates, times, and Locations of the Annual Training 2012 sessions.

**Daily Schedule**

<b>DAY</b>	<b>9:00am-12:00pm*</b>	<b>1:00pm-3:30pm*</b>
<b>Monday</b>	General Policies & Procedures	Managed Care
<b>Tuesday</b>	HCBS Waiver	Documentation Standards
<b>Wednesday</b>	General Policies & Procedures	Managed Care
<b>Thursday</b>	HCBS Waiver	Documentation Standards

**\*Session times may vary depending on attendee participation**

**Schedule and Location Information**

<b>Venue</b>	<b>Dates</b>	<b>Address/Location</b>	<b>Additional Information</b>
<b>Ottumwa</b>	June 4 & 5	<b>Indian Hills Community College 623 Indian Hills Dr Ottumwa, IA 52501</b>	Room 121/122 (Advanced Technology Building); Parking : West Lot- Visitor.
<b>Cedar Rapids</b>	June 6 & 7	<b>Kirkwood Community College 7725 Kirkwood Boulevard SW Cedar Rapids, IA 52404</b>	Hotel Auditorium
<b>Council Bluffs</b>	June 18 & 19	<b>Iowa Western Community College 2700 College Rd Council Bluffs, IA 51503</b>	Looft Hall Auditorium; Visitor Parking
<b>Red Oak</b>	June 20 & 21	<b>Montgomery Co. Hospital 2301 Eastern Ave Red Oak, IA 51566</b>	Conference Center; Park: designated "visitor" parking
<b>Burlington</b>	June 25 & 26	<b>Memorial Auditorium 200 Front St. Burlington, IA 52601</b>	Banquet Room A; Parking: where available

<b>Bettendorf</b>	June 27 & 28	<b>Scott Community College</b> 500 Belmont Rd. Riverdale, IA 52722	Student Life Center
<b>Waterloo</b>	July 9 & 10	<b>Hawkeye Community College</b> 1501 E. Orange Rd Waterloo, IA 50704	Tama Hall; Room 107A/ 107B; Visitor Parking
<b>Dubuque</b>	July 11 & 12	<b>Northeast Iowa Community</b> 680 Main St. Dubuque, IA 52001	Room 106A/106B; Parking:Ramps or Meters
<b>Sioux City</b>	July 16 & 17	<b>Western Iowa Tech Community</b> College 4647 Stone Ave Sioux City, IA	Auditorium (Cargill D103); Parking: Lot 4- Entrance 14
<b>Sheldon</b>	July 18 & 19	<b>Northwest Iowa Community</b> College 603 West Park Street Sheldon, IA 51201	Room 116/119A Parking: Visitors lots only
<b>Storm Lake</b>	July 30 & 31	<b>Buena Vista University</b> 610 West 4 <sup>th</sup> Street Storm Lake, IA 50588	Dows Conference Center (Buena Vista); Parking in Block K
<b>Fort Dodge</b>	August 1 & 2	<b>Iowa Central Community</b> College 1 Triton Circle Fort Dodge, IA 50501	Applied Science & Tech Building Room 107; Visitor Parking
<b>Mason City</b>	August 6 & 7	<b>North Iowa Area Community</b> College 500 College Drive Mason City, IA 50401	McAllister Hall Room 104G; Visitor Parking
<b>West Union</b>	August 8 & 9	<b>West Union Country Club</b> Echo Valley Rd West Union, IA 52175	Meeting Room
<b>Des Moines</b>	August 20- 23	<b>Wallace Building</b> 502 E. 9th St. Des Moines, IA 50309	Main Auditorium Parking: Ramps down the street or Visitor Lots.