

extendedReach

POWERED BY **k·care**




2023 REGIONAL TRAINING

Join us in Atlanta, GA, for an interactive Regional event on August 16-17, 2023. We will cover a variety of extendedReach training topics including compliance, form building, reporting, and system management.

August 16-17, 2023
Atlanta, GA

Host: Inspiritus

 731 Peachtree NE
Atlanta, GA

Topic

Session Description

Introductions & Welcome

Welcome to Atlanta! KCare CEO, Katie Cortes, will officially welcome the group. The eR team will facilitate an opportunity for the group to get to know one another and check in as we begin the Regional training.

Compliance

Learn the compliance features that will keep your case, home, and staff records in compliance so you can sail through audits!

12:00 PM Break for Lunch

Lunch is provided!

Roundtable

Our number 1 requested topic from the 2023 National Conference was learning how other agencies use extendedReach. The floor is yours to discuss workflows, settings, and form building practices to learn from one another and enhance your organization's system!

Configurator

Foundational to your activities, reports, and print templates, we'll explore how to efficiently manage your organization's Configurator, successfully set up triggers, and determine when to use due dates v. expiration dates.

Form Building

Ready to hone your extendedReach custom form building skills?! In this session, you will discover the different types of forms available in eR (custom forms, web documents, and Word documents). We'll also explore our custom form builder tool box and dive into field coding and how to utilize Medication Administration Record subforms.

Form Building Workshop

Take what you learned in form building to enhance or create a new custom form with the support of our eR team or other eR customers.

5:00 PM Social Hour

Join us as we put new faces to new names or reconnect with old friends!

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9:00 AM Group Photo!

Reporting

Discover the various reports available to you in extendedReach. Learn where and how to access reports and utilize the information for your organization's reporting needs.

System Management

Hear tips and insights on important system settings, how to efficiently maintain your system, and manage your users. Create a plan of action to take back to your organization!

12:00 PM Survey, Wrap Up, & Goodbyes

Register Today:

<https://www.eventbrite.com/e/624340588507>

eR. *We look forward to seeing you!*