

BUSINESS OFFICE TOPICS TRAINING SCHEDULE

Training session times are provided in the Learning Center.

April 2015		
Topic	Frequency	Date
<ul style="list-style-type: none">• Bad Debt• Deferral Strategies	2 nd Tuesday of the Month	April 14
<ul style="list-style-type: none">• Authorizations and Notifications• Missing Documents	2 nd Wednesday of the Month	April 8
<ul style="list-style-type: none">• Direct Deposit	2 nd Thursday of the Month	April 9
<ul style="list-style-type: none">• Medicaid Pending	4 th Tuesday of the Month	April 28
<ul style="list-style-type: none">• Resident Trust	4 th Wednesday of the Month	April 22
<ul style="list-style-type: none">• Business Office Duties and Frequency• Weekly Business Office Meeting Template• Private Collections	4 th Thursday of the Month	April 23