



Tips and Tools for Community Health Needs Assessments & Community Benefit Reporting

Tuesday, December 6, 2011
1 p.m. – 5 p.m.

Wednesday, December 7, 2011
8:30 a.m. – 3:30 p.m.

Stites and Harbison
Nashville, Tennessee

Join your Tennessee healthcare colleagues for an educational session designed to train those who collect and report community benefit activities and who are responsible for completing a community health needs assessment. The workshop will provide examples of “what counts” and where/how to include the activity in the webhosted HAT CBISA Online, guidance on completing the IRS 990 and Schedule H and how to develop a comprehensive community health needs assessment process.

PROGRAM OBJECTIVES

- Understand the importance of community benefit reporting;
- Identify what counts and what doesn't count as a community benefit;
- Discuss acceptable accounting principles for quantifying community benefit;
- Review the community health needs assessment process and end products: community assessment report and an implementation strategy;
- Get an update on the latest tax exemption/community benefit issues at the federal and state levels, including how to prepare for the revised IRS Form 990 and Schedule H.

WHO SHOULD ATTEND

- Each hospital's designated community benefit reporting liaison for the HAT Community Benefit Report
- Others involved with the collection or distribution of community benefits information for your hospital
- Each hospital's designated liaison responsible for completing the IRS Form 990 and Schedule H and community health needs assessment

PRESENTERS

LaDonna Merville, Hospital Alliance of Tennessee
Patsy Matheny, Community Benefit Consultant
Trina Hackensmith, Lyon Software
Sheila Baxter, Healthy Communities Institute

PRE-REGISTRATION

To register, please complete the information below. (Please copy for additional registrations.) The conference will be held at Stites and Harbison, 401 Commerce Street, Suite 800, Nashville, TN 37219.

COST

The registration fee for this meeting is \$150.00 for the first person and \$100 for each additional person from the same facility. Please include your billing information on this form.

NAME: _____ **TITLE:** _____

HOSPITAL: _____

ADDRESS: _____ **PHONE:** _____ **FAX:** _____

EMAIL: _____

PLEASE RETURN PRIOR TO October 15, 2011:

NAME:
EMAIL:
FAX:

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**Tips and Tools for
Community Health Needs Assessments
& Community Benefit Reporting**

December 6-7, 2011

Stites and Harbison

Nashville, Tennessee

Tuesday, December 6

- 1:00 – 1:30 p.m. **Registration**
- 1:30 – 1:45 p.m. **Welcome and Introduction**
Paige Kisber, President & CEO, Hospital Alliance of Tennessee
LaDonna Merville, Vice President, Hospital Alliance of Tennessee
- 1:45 – 3:00 p.m. **Update on Tax Exempt/Community Benefit Issues**
Patsy Matheny, Community Benefit Consultant
- 3:00 – 3:15 p.m. **Break**
- 3:15 – 4:45 p.m. **HAT Community Health Needs Assessment Project**
Sheila Baxter, Healthy Communities Institute
- 4:45 – 5:00 p.m. **Closing Remarks**
LaDonna Merville, HAT

Wednesday, December 7

- 8:00 – 8:30 a.m. **Continental Breakfast**
- 8:30 – 8:45 a.m. **Opening Remarks and Welcome**
LaDonna Merville, HAT
- 8:45 – 9:30 a.m. **Community Benefit: The Big Picture**
Patsy Matheny, Community Benefit Consultant
- 9:30 – 10:30 a.m. **What Counts as Community Benefit**
Trina Hackensmith, Lyons Software
- 10:30 – 10:45 a.m. **Break**
- 10:45 – 11:45 a.m. **What Counts as Community Benefit: Group Discussion**
LaDonna Merville, HAT
- 11:45 – 12:30 p.m. **Lunch**
- 12:30 – 1:00 p.m. **How to Count: Accounting Principles and Methods for Auditable Data**
Presenter: (HAT member CFO?)
- 1:00 – 2:00 p.m. **IRS form 990 2010 Schedule H Update**
Patsy Matheny, Community Benefit Consultant
- 2:00 – 2:15 p.m. **Break**
- 2:15 – 3:15 p.m. **Telling the Community Benefit Story**
LaDonna Merville, HAT
Trina Hackensmith, Lyons Software
- 3:15 – 3:30 p.m. **Closing Remarks**
LaDonna Merville, HAT