

# **Training Essentials For Front Line Staff**



# **Professionalism** in Healthcare

Date: August 10th, 2022 Time: 9:00am-12:00pm

Place: Zoom (link sent prior to event)

3 PMI CEU' Credits Provided

This 3-hour course is designed to highlight the importance of professionalism of the front desk staff in your practice.

### Topics include:

- Professionalism in the workplace
- Medical ethics and medical etiquette in the work setting
- Professional boundaries
- · Importance of professional attire
- Communication
- · Cultural sensitivities
- Improved Conflict Resolution

#### **PRESENTERS:**

Erin Brauen Program Coordinator WNY R-AHEC



Sara Longhini Director of Programs WNY R-AHEC



WNY R-AHEC is part of the National Area Health Education Center (AHEC) Program. The AHEC program was developed in the early 1970's to recruit, train and retain a health professional workforce committed to underserved communities. The AHEC Program's vision is to connect students to careers, professionals to communities, and communities to better health. R-AHEC is part of the NYS AHEC System and is New York State's first AHEC.

### **Program Registration Fees**

MCMS & 7th District Members \$75 per member registrant

#### \$125 per non-member registrant

If you complete a MCMS membership application within three months, the registration fee will be applied to your first year's dues payment

ONLINE REGISTRATION IS AVAILABLE AT: WWW.MCMS.ORG

For more information: Call (585) 473-7573 or kathic@mcms.org

Name(s):	 		
Practice Name:	 		
Address:	 		
Phone Number:		E-mail:	
	Payment of \$	is enclosed. (Check payable to "MCMS")	
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MCMS 200 Canal View Blvd., Suite 202, Rochester, NY 14623 \* Fax (585) 473-7641 \* kathic@mcms.org

MCMS Cancellation Policy: Cancellation requests must be sent via e-mail to MCMS at kathic@mcms.org with "Cancellation Request" in the subject line.

Correspondence must include event title, date and time, registrant's name, and payee's contact information. If cancellation notice is provided at least 7 days prior to the scheduled event, a refund may be request-ed, minus a 20% processing fee. If cancellation notice is provided at least 1 day prior to the scheduled event, a credit voucher will be issued for the full amount paid that may be used by anyone in the practice within one year of the original event date.