

PLANNING TODAY *for* TOMORROW

A Statewide Symposium

June 21, 2007

Empire State Plaza
Convention Center
Albany, New York 12242

Sponsored by
New York State Department of Health
Long Term Care Restructuring Initiative

through a contract with
Center for Development of Human Services
Research Foundation of SUNY
Buffalo State College



– *Planning today for tomorrow* –

Schedule

8:00 – 9:00 a.m. Registration
Continental Breakfast
Exhibit Area Open

9:00 – 9:15 a.m. Welcome and Orientation

9:15 – 9:45 a.m. Morning Keynote Address

10:00 – 11:00 a.m. Workshop Session I

11:00 – 11:15 a.m. Morning Break with Refreshments

11:15 a.m. – 12:15 p.m. Workshop Session II

12:15 – 1:15 p.m. Lunch: Convention Center

1:15 – 1:45 p.m. Afternoon Keynote Address

2:00 – 3:15 p.m. Workshop Session III

3:15 – 3:30 p.m. Afternoon Break with Refreshments

3:30 – 4:30 p.m. Workshop Session IV

Workshops at a Glance

Workshop Session I
10:00 – 11:00 a.m.

Workshop Session II
11:15 a.m. – 12:15 p.m.

Workshop Session III
2:00 – 3:15 p.m.

Workshop Session IV
3:30 – 4:30 p.m.

1. The Foundation of Long Term Care Reform: Affordable Senior Housing **(Session I)**
2. Rural PACE **(Sessions I & III)**
3. Panel on Informal Supports **(Sessions I & IV)**
4. An Overview of Broome County's Nursing Home to Community Program **(Session I)**
5. Panel on Workforce Development **(Sessions I & IV)**
6. A Consumer Perspective: Developing New and Better Long Term Care Systems in New York State to Better Meet the Future Needs and Preferences of all New Yorkers **(Session I)**
7. Choice for Care: An Overview of Vermont's 1115 Waiver **(Session II)**
8. Money Follows the Person & Nursing Home Transition and Diversion Waiver **(Session II)**
9. The New York Association on Independent Living **(Session II)**
10. The New York State Partnership Plan Long-Term Care Insurance **(Sessions II & IV)**
11. Panel on Technology in Long Term Care **(Session II)**
12. Independence Care System: Disability Competent Care for Younger People with Physical Disabilities **(Session II)**
13. Nursing Home Partnership: Transition and Diversion **(Session III)**
14. Putting Patients First: A Providers Perspective and Lessons from a Rightsizing Demonstration **(Session III)**
15. New York State Office for the Aging: NY Connects **(Session III)**
16. The World Wide Web . . . Not Just for Surfing Anymore **(Session III)**
17. What New Yorkers Want and What We Have: Do We Have the Right Fit? **(Session IV)**
18. Panel on Children in Long Term Care **(Session III)**
19. Long Term Care Coming of Age: The Role of Care Coordination **(Session IV)**
20. The Economics of Long Term Care **(Session IV)**



Workshop Descriptions

1. The Foundation of Long Term Care Reform: Affordable Senior Housing

New long term care initiatives are moving to place seniors from institutional placement to more home and community based settings. A critical component to this statewide policy is the availability of affordable senior housing. Yet, the wait for subsidized senior housing is often several years long. This session will discuss what programs are currently available, what the future holds, and what New York State can do to move toward a public policy that will increase affordable senior housing. Also reviewed will be national models that integrate affordable independent housing and supportive services that enable seniors to remain in the community. **(Session I)**

Ken Harris, *Director*, The Center for Senior Living and Community Services,
a division of the New York Association of Homes and Services

2. Rural PACE

The presentation will focus on the unique challenges and opportunities presented by development of Rural PACE (Program of All-inclusive Care for the Elderly), including possible inclusion of community physicians as primary care physicians and the provision of services to seniors living remotely from the day center. The differences and similarities between PACE and other managed long term care options will be reviewed, and the presenters will examine why PACE as an option in New York State should be explored. Also to be discussed will be an overview of both state and federal requirements and financial resources necessary for PACE development. **(Sessions I & III)**

Carol Mahoney, *CEO*, Community Care of Western New York: HomeCare and Hospice

Dan Harris, *PACE Project Manager*, Community Care of Western New York: HomeCare and Hospice

Kelly Dickerson, *Communications, Information & Marketing Director*,
Community Care of Western New York: HomeCare and Hospice

3. Panel on Informal Supports

This panel will feature two presentations on issues of informal supports in long term care.

Improving Transitions Between Care Settings by Involving Family Caregivers

Family caregivers provide essential coordination and information during transitions—admissions and discharges—in care settings for individuals who need long-term care because of illness, disability, or frailty. This presentation will describe the development and pilot testing of a series of surveys and tools to help providers in hospitals, nursing homes, and Certified Home Health Agencies (as well as family caregivers in these settings) identify strengths and service gaps so that they can work toward improving communication and quality care during transitions. **(Sessions I & IV)**

Carol Levine, *Director*, Families and Health Care Project, United Hospital Fund



Innovative Models for Informal Caregivers: Jewish Home and Hospital Lifecare Systems and “Share the Care”

The “Share the Care” model is an innovative system whereby staff assist clients/caregivers to widen the circle of informal supports that they depend on in the day-to-day care of their loved one. This structured model provides ways to assist them to identify all potential caregivers and caregiving tasks so that the maximum available resources can be involved to use their expertise and availability, without overburdening any one person. We are using this model in a Medicare demonstration project whose goal is to provide case management to improve health care outcomes. **(Sessions I & IV)**

Laura Radensky, LCSW, Associate Director of Social Work,
Jewish Home and Hospital Lifecare Systems

Patricia Mulvey, LCSW, Social Work Supervisor, Jewish Home and Hospital Lifecare Systems

4. An Overview of Broome County’s Nursing Home to Community Program

This presentation will feature an introduction by the New York State Office for the Aging.

In 1996, Broome County CASA began assisting local skilled nursing facilities (SNF) in discharge planning. This collaborative community effort provides access to home care for a population that can be difficult to serve at times and often forgotten because “they are already being cared for.” Our demographic trends mirror the nation’s: a decrease in SNF occupancy rates, an increase in young adults with disabilities, and a decrease in disability among older adults. People under the age of 60 now constitute 50% of the nearly 500 people served monthly in personal care. This presentation will share tools and lessons learned from this successful program. **(Session I)**

Michelle Berry, Director, Broome County CASA

Denise Johnson, Administrator, Vestal Nursing Home

5. Panel on Workforce Development

This panel will feature two presentations on issues of workforce development in long term care.

Labor-Management Collaboration: Strategies for Workforce Retention and Satisfaction

Currently, in New York State there are 275,000 individuals who are members of one of the several prominent labor unions (principally SEIU/Local 1199) and work in nursing homes, home care agencies, and adult day health programs, among others. Historically, the relationship between management and labor has been contentious. Jewish Home and Hospital Lifecare System in New York and 1199 SEIU have one of several partnerships between health care and labor to address the challenges of changing cultures of organizations to reflect the new person-centered care strategies, as well as to address issues which may be reflective of worker dissatisfaction, including turnover and sick time. **(Sessions I & IV)**

Audrey S. Weiner, DSW, President and CEO, Jewish Home and Hospital Lifecare System

Jay Sackman, Executive Vice President, 1199 SEIU



Workforce Strategies for Expanding Home and Community Based Care

This presentation will focus on New York's care gap and introduce expanded home and community based options for long-term care. The session will describe current and future initiatives that help meet the need for both skilled and paraprofessional care. Special attention will be given to preparing the workforce to cross sites of care and function in new consumer and family centered models. **(Sessions I & IV)**

Carol Rodat, *New York Policy Director*, Paraprofessional Healthcare Institute

6. A Consumer Perspective: Developing New and Better Long Term Care Systems in New York State to Better Meet the Future Needs and Preferences of all New Yorkers

This presentation focuses on providing a broad-based consumer perspective on the future of New York's long term care system. It is based on our white paper on the future of long term care in New York, for which we surveyed consumer groups, convened an advisory committee representing diverse communities, and conducted research on trends across the country. We begin by outlining our vision: that the process of empowering consumers and their formal and informal caregivers is central to transforming the LTC system for the better. Recommendations on utilizing this vision are presented, along with an assessment of current proposals. **(Session I)**

Richard J. Mollot, Esq., *Director*, Long Term Care Community Coalition

Cynthia Rudder, PhD., *Special Projects*, Long Term Care Community Coalition

7. Choice for Care: An Overview of Vermont's 1115 Waiver

Vermont has instituted a groundbreaking new 1115 Waiver program that provides an equal entitlement to either nursing home care or home based services, yet in a way that is fiscally manageable. Since the program was instituted in October of 2005, Vermont has been able to serve twice as many people at home than it could have under the old system, and still stayed within budget. So far, the program is working as designed, and many more elders and people with disabilities are now able to receive the service of choice. **(Session II)**

Patrick Flood, *Commissioner*, Department of Disabilities, Aging and Independent Living,
Vermont Agency of Human Services



8. Money Follows the Person & Nursing Home Transition and Diversion Waiver

This session will describe the Money Follows the Person grant project. Expected activities included under this grant program will be explained. The project is the result of a unique partnership between advocates, consumers, and State agencies. The development of this partnership, and how it will function for the life of this grant, will be explored. The Nursing Home Transition and Diversion Waiver will also be described. Attendees will be able to identify the philosophy and processes associated with this Home and Community Based Services Medicaid Waiver. The use of Regional Resource Development Centers and Quality Management Specialists as the operational structure of this will be described. Eligibility for this waiver, and the services available, will be explained. **(Session II)**

Bruce Rosen, *Director, Money Follows the Person Demonstration and Director, Nursing Home Transition and Diversion Waiver*

9. The New York Association on Independent Living

This presentation will describe the “independent living philosophy” and the work of Independent Living Centers (ILC), including their role as Regional Resource Development Centers (RRDCs) for the NFTD Waiver and in the implementation of the federal Money Follows the Person Rebalancing Demonstration Program in New York. Independent Living Centers are playing a leading role in New York State’s effort to restructure the long term care system. ILCs are run by people with disabilities, for people with disabilities of all ages. We are guided by the independent living philosophy, which includes the dignity of individual choice, full and equal participation in community life, and the pursuit of activities based entirely upon self-determined interests and preferences. **(Session II)**

Melanie Shaw, *Executive Director, New York Association on Independent Living*

10. The New York State Partnership Plan Long-Term Care Insurance

New York recognizes that there is widespread lack of planning for long-term care and its costs by persons who may need such care in their future. The seriousness of the problem for New York results from the coming demographic wave of persons into the years when long-term care is needed. New York—through its Department of Health, State Office for Aging, and Department of Insurance—is engaged in an educational outreach program that addresses the issue of planning for long-term care. The New York State Partnership for Long-Term Care is a key part of the program that includes the establishment of resource centers across the state to advise and counsel New Yorkers on this important matter. **(Sessions II & IV)**

Bob Barth, *Assistant Director, New York State Partnership for Long-Term Care, NYS Department of Health*

Marge Rokjer, *Training Director, New York State Partnership for Long-Term Care, NYS Department of Health*

Peg Hopper, *Long-Term Care Insurance Education & Outreach State Program Coordinator, NYS State Office for Aging*



11. Panel on Technology in Long Term Care

This panel will feature two presentations on issues of technology in long term care.

Incorporating Emerging Technology into Today's Care

This presentation will highlight how embedded “smart technology” can enhance productivity and help us to be better at our jobs. Attendees will learn how technology can track the health of residents less intrusively than humans and how staff can use the information to notice potential issues and problems. This system is also very effective in keeping the family well informed and involved in the ongoing care of their loved one. The environmentally embedded technology can improve the resident, family, and employee experience if it is implemented in a way that offers greater benefits than traditional approaches to care. **(Session II)**

Nancy Cummings, *Vice President and Executive Director*, Hawthorne Ridge, The Eddy

Lisa Gaudet, *Director*, Remote Care Technology, Northeast Health

Incorporating Telecare into a Best Practice Framework

Using Telecare such as remote-monitoring units or interactive voice recognition in homes, kiosks in day centers or congregate housing, medication dispensers, and motion sensors are all technologies which can help elders stay safely at home and maximize independence and autonomy. When Telecare is used within a best practices framework, it can provide significant benefits within community settings. This presentation will demonstrate how to develop a framework in which to use Telecare; identify the planning opportunities and challenges with implementing a Telecare system; and discuss client and caregiver acceptance, response, and perception of value in using a Telecare system. **(Session II)**

Bridget Gallagher, RN, GNP, MSN, *Senior Vice President*, Lifecare Community Services Division, Jewish Home and Hospital Lifecare System

Athena Lu, MHA, *Project Manager*, Lifecare Community Services Division, Jewish Home and Hospital Lifecare System

12. Independence Care System: Disability Competent Care for Younger People with Physical Disabilities

Independence Care System (ICS) has created a model program that practices a disability competency care perspective. Both the long term care needs of people with disabilities and those concerns that are specific to a younger physically disabled population—including accessibility, mobility, and social needs—are addressed in this presentation. The issues that keep people with physical disabilities from leading independent lives are often about disability, rather than health related. ICS has created programming to diminish the debilitating aspect of these factors in people's lives. In this presentation, the audience will learn about the difference in providing long term care services for the elderly as opposed to a younger population of people with disabilities. **(Session II)**

Marilyn Saviola, *Director of Advocacy*, Independence Care Systems

Anna Fay, *Director Member Services*, Independence Care Systems

Loreen Loonie, *Director Community Relations*, Independence Care Systems



13. Nursing Home Partnership: Transition and Diversion

Before New York State submitted its application for the Nursing Home Transition and Diversion Waiver, there was the State Nursing Home Partnership. Initiated by the Department of Health (DOH) to address issues around people having access to the most community based setting possible, the partnership included State Education Department (SED), New York State Office for the Aging (NYSOFA), Office of Mental Retardation and Development Disabilities (OMRDD), Developmental Disabilities Planning Council (DDPC), and five Independent Living Centers. The partnership sought to address barriers to community inclusion in a systemic manner and provided DOH with critical areas for focus and valuable promising practice approaches in assisting people to live in the community. This presentation will focus on the goals and objectives of the partnership. **(Session III)**

Nick Rose, *Program Planner*, NYS Developmental Disabilities Planning Council

Robert Gumson, *Manager*, Independent Living Programs, State Education Department, VESID

Susan Dooha, *Executive Director*, Center for Independence of the Disabled, New York

Mel Tanzman, *Executive Director*, Westchester Disabled On The Move

14. Putting Patients First: A Providers Perspective and Lessons from a Rightsizing Demonstration

This presentation will provide a commentary on the Governor's proposed reforms contained in the 2007 budget. The perspective is from a provider already participating in the first wave of "rightsizing" efforts in New York, through a demonstration authorized by the New York State Legislature in 2005 and developed in collaboration with the New York State Department of Health. Decommissioning senior nursing home beds and putting in their place the necessary services and systems in the community can build a system of care. This kind of community based system is one in which the real needs of the individuals who would have heretofore sought out those nursing home beds as their only option to meeting some of the extreme challenges of aging, frailty, and disease are being met. **(Session III)**

Arthur Webb, *President and CEO*, Village Care of New York



15. New York State Office for the Aging: NY Connects

This presentation will be a panel discussion that includes NY Connects representatives from Albany, Cattaraugus, Dutchess, and Westchester Counties. Panelists will discuss the elements of their local NY Connects (POE) system. They will provide a brief status report on the implementation of NY Connects in their county. In this summary they will address successes and achievements, as well as challenges and barriers, that they have experienced thus far. This informal and interactive panel will allow for questions from the audience, as time permits. **(Session III)**

Elizabeth Berlin, *Commissioner*, Albany County DSS

Linda Doyle, *Program Coordinator*, Commissioner's Office, Albany County DSS

Michelle Federowicz, *POE Coordinator*, Cattaraugus County DSS

Annette Alve, *Program Administrator*, Westchester Department of Senior Programs and Services

John Beale, *AAA Director*, Dutchess County OFA

16. The World Wide Web . . . Not Just for Surfing Anymore

With numbers of aging and disabled consumers who wish to remain in their homes increasing exponentially, a greater strain is being placed on existing information technology (IT) resources. The Home Care Services Program in NYC has made the decision to consolidate the data management needs of the various home care programs into one Web-based system that will serve to enhance the ability of the various vendors to communicate with HRA, and the various programs in HRA to communicate with each other, more effectively. In this presentation, the audience will learn what the successes and shortcomings of the roll-out of the system are. **(Session III)**

Peggy Quinn, *Director*, New York City Long Term Home Health Care Program

Bharathi Veerswamy, *Project Manager*, Internet Systems

17. What New Yorkers Want and What We Have: Do We Have the Right Fit?

Ensuring there is adequate access to home and community-based services is an important goal for New York's future. A recent study conducted by AARP New York shows that New York residents want to age in their communities: they would prefer to receive long-term care in their homes over any other setting and they support the Legislature increasing funding for services that would enable them to attain this goal. Research on the preferences and opinions of older New Yorkers will be presented in this session, along with a discussion of how strategies for change might help the New York long-term care system meet these preferences and needs for the future. **(Session IV)**

Lois Aronstein, *New York State Director*, AARP

Cassandra Burton, *Research Specialist*, AARP



18. Panel on Children in Long Term Care

This panel will feature two presentations on issues of children in long term care.

Barriers to Discharge in Pediatric Subacute Care

Nonmedical discharge barriers have unique dimensions in pediatric subacute care. Family systems issues and delays in obtaining services and equipment can hinder transitions to less restrictive environments. This study was developed to refine our inpatient case management services and to inform broader policy initiatives by documenting the scope of this problem. Retrospective chart reviews of 526 subacute inpatient admissions documented a range of psychosocial discharge barriers. At least one barrier was present in 44.3% of all admissions; barriers also significantly extended length of stay. Results suggest that restructuring initiatives need to include resources to facilitate timely discharge to the community. **(Session III)**

Daniel Coletti, PhD, St. Mary's Hospital for Children, St. Mary's Research Institute

Amanda DiLello, MS, St. Mary's Hospital for Children, St. Mary's Research Institute

Challenges in Effectively Managing the Long Term Pediatric Patient in the Community

This presentation will focus on keeping the medically fragile, chronically ill child at home with his or her family and community, while effectively meeting all of the child's needs and the challenges in doing so. Participants will learn about the unique needs and characteristics of the pediatric long term patient; how to navigate available healthcare, education, and community service models; and how to develop a care plan that integrates different programs and services based on the specific needs of the child and his or her family. **(Session III)**

Peggy Donahue, *Vice President*, Community Programs, St. Mary's Hospital for Children

Florence Marc-Charles, *Assistant Vice President*, Home Care, St. Mary's Hospital for Children

19. Long Term Care Coming of Age: The Role of Care Coordination

Care coordination in New York State has not been established as a recognized service in the care of older adults. Older patients have multiple issues that require knowledge of many types of health and social service providers and payment options. These are complex systems that can be difficult to navigate, and managing this complicated network requires specialized knowledge. In this presentation, the audience will learn current practices of care coordination, how care coordination will help ease the strain on the State's long term care system, and what is needed to implement effective care coordination and strengthen the supply of qualified care coordinators in New York State. **(Session IV)**

Patricia Volland, *Sr. Vice President for Finance and Administration, Director of the Social Work Leadership Institute, and Director for the Center for Aging Policy*, New York Academy of Medicine

20. The Economics of Long Term Care

Presenter to be determined. **(Session IV)**



Registration Information

General Information:

Your email account will be used to send confirmation of your registration, along with map directions to the training site. In the event that you need to cancel your registration, please contact CDHS Registration Services, at (716) 876-7600.

Fees:

\$50.00 per applicant

Method of Payment:

Only money orders and checks will be accepted. No cash will be accepted. Participant assumes responsibility for all fees associated with a check returned for insufficient funds. Payment must accompany the mailed registration application.

Payable to:

Research Foundation of SUNY

(**Note:** Indicate applicant and conference name on money order or check.)

STARS Users Only:

If you process your registration via the STARS program, mail your payment following your nomination.

For Program Information, Contact:

Kelly Hull: (518) 473-8797

For Registration Information, Contact:

CDHS Registration Services:
Tel: (716) 876-7600

Mail Registration Forms & Payment to:



CDHS

Center for Development of Human Services

Attn: Registration Services
1695 Elmwood Avenue
Buffalo, New York 14207-2407

Travel and Lodging Information

Participants are responsible for their own travel and lodging accommodations. Information regarding travel and lodging can be obtained through the Albany County Convention and Visitors Bureau at www.albany.org.

Directions, parking, and general information about the Empire State Plaza Convention Center can be obtained through the NYS Office of General Services Web site at www.ogs.state.ny.us.

Application Codes

Job Type Codes

1. Administrator
2. Supervisor/Manager
3. Clerical/Support Staff
4. Consultant
5. Caseworker/Case Mgr/Social Work
6. Direct Child Care Worker
7. Eligibility Worker
8. Foster/Adoptive Parent
9. Investigator
10. Volunteer Worker
11. Health Care Worker
12. Teacher Vocational Specialist
13. Professional (Policy, Prog Dev)
14. Recreation Specialist

Functional Area Codes

- | | |
|------------------------------|-------------------------------|
| 1. Administrative | 16. Food Stamps |
| 2. OCFS Rehabilitative Srvc | 17. Temporary Assistance |
| 3. Adoption | 18. Child Support Enforce |
| 4. Child Protective Services | 19. Disability Determinations |
| 5. Day Care | 20. Transitional Services |
| 6. Domestic Violence Pre | 21. Homeless Services |
| 7. Foster Care | 22. Fraud & Abuse |
| 8. Residential Child Care | 23. Medicaid Skills |
| 9. Blind & Visually Handicap | 24. Medicaid Eligibility |
| 10. Prev/Family Support Srvc | 25. Managed Care |
| 11. Indian Affairs Services | 26. Dept of Health/Other |
| 12. Adult Services | 27. Welfare to Work |
| 13. Services/Other | 28. Dept of Labor/Other |
| 14. Legal Affairs/Counsel | 29. F-30 Non Admin/Local |
| 15. Energy Programs | |



Registration Form

Empire State Plaza
Convention Center
Albany, New York 12242

June 21, 2007
8:00 a.m. – 4:30 p.m.



Registration:
8:00 a.m. – 9:00 a.m.

Registration Deadline:
May 10, 2007

Print clearly and be sure to complete in full:

Please indicate: Agency Staff Presenter

Name: _____ Gender: M F

Position/Title _____ Social Security # (last 4 digits): _____

Agency Affiliation: _____ Participant E-mail Address: _____

Please enter all codes (Refer to code listings on previous page): Job Type Code: _____ Functional Area Code: _____

Agency Contact Person: _____ Agency Contact Person Title: _____

Agency Address (Number, Street Name, and Suite #): _____

City: _____ State: _____ Zip Code: _____

Agency Phone Number (include area code): _____ Agency Fax Number (include area code): _____

Agency Contact Person E-mail Address: _____

Please mark the identification numbers of your **first** and **second** workshop choices.

Workshop Session I: 10:00 a.m. – 11:00 a.m.
1st Choice # _____ 2nd Choice # _____

Workshop Session III: 2:00 p.m. – 3:15 p.m.
1st Choice # _____ 2nd Choice # _____

Workshop Session II: 11:15 a.m. – 12:15 p.m.
1st Choice # _____ 2nd Choice # _____

Workshop Session IV: 3:30 p.m.– 4:30 p.m.
1st Choice # _____ 2nd Choice # _____

Workshops

- | | |
|---|---|
| 1. The Foundation of Long Term Care Reform (I) | 11. Panel on Technology in Long Term Care (II) |
| 2. Rural PACE (I & III) | 12. Independence Care System (II) |
| 3. Panel on Informal Supports (I & IV) | 13. Nursing Home Partnership (III) |
| 4. An Overview of Broome County's Nursing Home to Community Program (I) | 14. Putting Patients First (III) |
| 5. Panel on Workforce Development (I & IV) | 15. New York State Office for the Aging (III) |
| 6. A Consumer Perspective (I) | 16. The World Wide Web (III) |
| 7. Choice for Care (II) | 17. What New Yorkers Want and What We Have (IV) |
| 8. Money Follows the Person & Nursing Home Transition (II) | 18. Panel on Children in Long Term Care (III) |
| 9. The New York Association on Independent Living (II) | 19. Long Term Care Coming of Age (IV) |
| 10. The NYS Partnership Plan Long-Term Care Insurance (II & IV) | 20. The Economics of Long Term Care (IV) |

Invitation to Exhibit

You are invited to join state and local government agencies, professional and provider associations, advocacy groups, service providers, not-for-profit agencies, and consumer groups to exhibit at the upcoming Planning Today for Tomorrow statewide symposium on long term care to be held June 21, 2007, at the Empire State Plaza Convention Center, Albany, New York.

Registration Deadline:

Space is limited, so please return your exhibit registration form and fee by **May 10, 2007**. Exhibit fees include symposium registration, exhibit space, and lunch for a maximum of two people. There is no fee for New York State government agencies to exhibit.

Exhibit Booth Space:

You will be provided with an 8' x 10' booth area with one 6' draped table for a tabletop display and two chairs. You will be responsible for your own display. Please indicate on the enclosed Exhibit Registration Form whether you will require a space with or without electricity.

Hotel and Travel Reservations:

All exhibitors will be responsible for making their own hotel and travel reservations.

Exhibit Shipments:

All exhibitors are responsible for the shipment of their exhibit materials to and from the symposium hotel. Exhibitors are also responsible for set up, tear down, staffing their exhibit, packing, and return shipping costs. Upon receipt of your registration, detailed shipping information and exhibitor instruction forms will be provided to you.

Schedule for Exhibit Hall:

Set up:	7:30 a.m. – 8:30 a.m.
Open:	8:00 a.m. – 3:30 p.m.
Tear down:	3:45 p.m. – 4:45 p.m.

How to Register:

Complete the enclosed Exhibit Registration Form and mail to:

Kelly Hull/Planning Today for Tomorrow
New York State Department of Health
One Commerce Plaza
Suite 826
Albany, NY 12210



Exhibitor Registration Form

Print clearly and be sure to complete in full:

Authorized representative: _____

Organization: _____

Address: _____

City, State, Zip: _____

Signature: _____ Date: _____

Please indicate how many spaces you will need:

Space with electric: _____ **(\$350)** Space without electric: _____ **(\$250)**

_____ New York State governmental agency (fee waived)

Enclose your exhibit fee payment: Exhibit fees are due upon registering your exhibit. Please make checks or money orders payable to: **Research Foundation of SUNY**. Cash will not be accepted.

Cancellation Policy: All cancellations and/or requests must be made in writing to:

Kelly Hull/Planning Today for Tomorrow
New York State Department of Health
One Commerce Plaza
Suite 826
Albany, NY 12210

Telephone cancellations will not be accepted. No refunds will be made after May 10, 2007.

Name(s) of Exhibit Booth Personnel (list primary contact first):

1. Name: _____ **Title:** _____

Telephone: _____ Fax: _____

E-mail Address: _____

2. Name: _____ **Title:** _____

Telephone: _____ Fax: _____

E-mail Address: _____

Please Note:

Additional personnel will be required to register separately and pay the symposium registration fee.