

2016 CEO Institute (CEOI)

February through August 2016

The NACHC CEO Institute (CEOI) is designed for new health center CEOs to ensure that you have the training, resources, and support you need to successfully lead your health center in today's ever changing healthcare environment. This curriculum is designed with the "new" CEO in mind (less than 2 years of experience), but is open for all to apply.

CEOI is a six month program designed to provide interactive and action-oriented learning experiences that meet the training needs of new CEOs.

5 Curriculum Components

In-Person Training Sessions (2):

- A two day face-to-face training at the beginning of the Institute designed for participants to engage and learn through shared experiences and case studies
- A one day face-to-face training at the end of the Institute designed for participants to summarize their learning during the Institute and create a personal action plan to use as a guide as they continue their professional development beyond the six month program

Interactive Webinars

- A virtual classroom designed to provide expert coaching and peer to peer interaction

This curriculum is designed to help you stay grounded in the "big picture" – on the long-term strategy and mission of the health center – not tangled up in the short-term fires that can distract you from your overarching job as CEO.

You will use the real-life challenges you are facing today to develop strategic leadership skills, health center knowledge, and peer contacts that you can use now and throughout your career.

To ensure that the group size is small enough to foster connections and meaningful participation, the Institute is limited to 50 participants.

Self-paced Online Modules

- Self-study content developed to build the baseline knowledge of a topic, paired with a Q&A conference call with a content expert

Online Community

- A "safe space" where new CEOs learn from the experiences of others while also sharing ideas, knowledge and practices

Peer Mentoring

- Seasoned health center CEOs provide support, encouragement, and knowledge to participants who are just beginning their tenor at their health center

Institute Learning Objectives:

- The participant will identify and apply effective leadership skills and competencies such as: demonstrating effective communication skills, building beneficial interpersonal relationships, distinguishing ways to adjust one's leadership style based on the situation, and displaying the critical thinking skills and abilities to lead others toward common goals.
- The participant will examine the fiduciary role of the CEO and demonstrate knowledge of key health center financial measures.
- The participant will identify and utilize key strategies to ensure a productive CEO/board working relationship.
- The participant will demonstrate the ability to make strategic decisions using appropriate data.
- The participant will identify and implement key strategies to achieve high performance at the health center.

Cost: \$950 per applicant

Apply today at:

<http://www.nachc.com/NACHCCEOInstitute.cfm>

The Institute-At-a-Glance

February–March 2016	March 14-15, 2016	March–August 2016	August 2016
Online Community Development & Kick-off Webinars (2)	2-Day In-Person Session Prior to NACHC P&I Forum	Webinars, Self-Paced Modules, & Peer Mentoring	1-Day In-Person Session Prior to NACHC CHI

Participant Commitment At-a-Glance

	February	March	April	May	June	July	August
PARTICIPANT Time Commitment	Participate in 1 webinar, 1 self-paced assignment, and community forum (~3-4 hours)	Participate in 1 self-paced module or webinar (TBD), community forum, and attend 2-day training in Washington, DC (~21-24 hours)	Participate in 1 webinar, 1 self-paced module, and community forum (~6-8 hours)	Participate in 1 webinar, 1 self-paced module, and community forum (~6-8 hours)	Participate in 1 webinar, 1 self-paced module, and community forum (~6-8 hours)	Participate in 1 webinar, 1 self-paced module, and community forum (~6-8 hours)	Participate in 1 webinar, 1 self-paced module, community forum, and attend 1-day training in Chicago, IL (~16-18 hours)

Dates of each session will be updated online on a rolling basis until the course curriculum is finalized.

Go to: <http://www.nachc.com/NACHCCEOInstitute.cfm> for updates.

This is what our participants are saying:

“I now have access to a national “think tank” and resources that will help support me support the health center, and I can bounce ideas off of individuals before I present them to my leadership team. The resources were phenomenal! The online portal has allowed me to work at my own pace and listen to the recordings as needed. Thank you!”

“The Institute built confidence, knowing I’m not the only CEO with these questions/concerns/challenges. The curriculum is incredibly valuable and robust, and the peer networking/info exchange is an immediate benefit to all of us!”

How to Apply and Register

Acceptance into the Institute is a two part process: application and then registration.

1. To apply online simply click [here](#) and complete the PDF form.

Email the completed form with the **Subject Line: NACHC 2016 CEO Institute** to cthomas@nachc.com

OR

Print the CEO Institute Application.pdf and fax it **Attn: Cindy Thomas to (301) 347-0485**

2. Applications will be reviewed by the course faculty, and you will be notified of your status into the program within one week of submission. Participant requirements: This curriculum is designed with the “new” CEO in mind (less than 2 years of experience), but is open for all to apply.
3. **Once notified of acceptance to the CEO Institute, you will be provided with a link to complete your registration and payment for the course.** *If this is not completed within 10 days of notification, your place in the course will be released to another participant and you must begin the process again from the beginning.*
4. Applications will be accepted on a rolling basis until course is full (50 participants).

Schedule of Program Fees

Payment of **\$950** per participant will be collected once notified of acceptance into the program.

Substitution/Cancellation Policy

Cancellations received before February 1, 2016 will be issued a full refund minus a \$100 cancellation fee.

No refunds for cancellations received on or after February 1, 2016.

Application

Name _____

Degree/Certification (if any): _____

Title: _____

Organization (no acronyms): _____

Address: _____

Telephone: _____ Cell Phone (emergency) _____

Email: _____

Assistants Name: _____ Email: _____

1. Do you currently work for a federally qualified health center? Yes No
2. Do you currently work for a Look-Alike FQHC? Yes No
3. If no, what type of organization do you currently work for? _____
4. How many years have you been employed at a health center? _____ As a CEO? _____
5. Please provide a brief summary of your professional experience (including relevant experience prior to your current position or with a health center).
Optional: include a copy of your current biographical sketch (no more than ½ page).

6. Please name 3-4 things that you most want to learn and apply from this Institute.

7. Please initial each item indicating your commitment to participate in all aspects of the CEO Institute.

_____ I will attend the **TWO required In-Person trainings** as part of the CEO Institute. These trainings will take place on **March 14-15, 2016 in Washington, DC**, just prior to the NACHC Policy & Issues Forum at the Marriot Wardman Park, Washington, DC, and on **August 27, 2016 at the Hyatt Regency, Chicago, Illinois**, just prior to the NACHC Community Health Institute (CHI). Registration for the larger NACHC conferences mentioned above is a separate process and expense from the Institute registration fee. All travel expenses and accommodations related to the Institute are your responsibility and are not included in the registration fee.

_____ I will actively participate in the CEO Institute Online Community Forum on a weekly basis.

_____ I will prepare for and actively participate in each of the scheduled webinars/conference calls throughout the six month Institute (approximately two per month).

_____ I will actively engage with the CEO mentors throughout the Institute.

_____ **I have received the endorsement and support of my Board of Directors to participate in ALL aspects of this learning opportunity, including travel commitments for the required in-person training session.**

If you cannot agree to **ALL FIVE** conditions above, please explain:

8. Do you have any food allergies or dietary restrictions? If yes, please explain. _____

Please type in your name as your e-signature _____

Return this completed form via email to: cthomas@nachc.com.
Please indicate **NACHC CEO INSTITUTE APPLICATION** in the subject line

OR

Return the completed form via fax to: (301) 347-0485, Attention Cindy Thomas

You will receive notification of your acceptance in the course and payment instructions within 7–10 business days.