

HACP

Required Readings

Please read the following materials prior to coming to the conference. In the participant manual, which you will receive at the conference, we have included a more comprehensive reading list.

Thanks, and look forward to seeing you soon!

Bossidy, L. and Charan, M. *Execution: The Discipline of Getting Things Done*. New York: Crown Books, 2002. (Available in book stores and at www.amazon.com.)

Collins, JC. *Good to Great: Why Some Companies Make the Leap... and Others Don't*; Harper Business, 2001. (Available in book stores and at www.amazon.com.)

Suggested Readings

Hospice Facts and Figures Hospice Care in America; Alexandria, VA: National Hospice and Palliative Care Organization, October 2008 Edition. (Available on www.nhpco.org and http://www.nhpco.org/files/public/Statistics_Research/NHPCO_facts_and_figures.pdf)

Medicare Hospice Conditions of Participation, 42CFR418. (Available on http://www.cms.hhs.gov/CFCsAndCoPs/05_Hospice.asp)

Medicare Hospice Cost Report. Familiarize yourself with the Provider Reimbursement Manual, Part 2, Chapter 38, Table of Contents and Cost Reporting Instructions, Section 100 through 104. (Available on http://www.cms.hhs.gov/CostReports/05_Hospice.asp)

****Please note:** Elements of each of these readings are incorporated into the certification exam. Since this is a competency based exam, thorough understanding of the Medicare Conditions of Participation is essential; you are encouraged to thoroughly review the Medicare COPs prior to the program as this information is not covered during the program.