

KHA LEADERSHIP INSTITUTE 2024

Class is Full for 2024

~~Registration Deadline: May 17~~
~~Register Now - Space is Limited!~~

SIX-COURSE PROGRAM

June 27-28, 2024

Homewood Suites by Hilton Salina Downtown
Salina

Aug. 1-2, 2024

Homewood Suites by Hilton Salina Downtown
Salina

Sept. 4-6, 2024

Sheraton Overland Park
Overland Park



Kansas Hospital
ASSOCIATION

PROGRAM INFORMATION

Overview and Purpose

The Kansas Hospital Association is committed to strengthening and promoting the leadership capacity of hospital employees in Kansas. The KHA Leadership Institute has been established to help hospitals develop internal leaders by providing professional development opportunities that accentuate the personal skills and abilities needed to facilitate positive change and innovation in Kansas hospitals.

Who Should Attend

This program is designed to provide hospital employees (department heads, assistant department heads, nurse leaders, etc.) with leadership training. In addition to enrolling current managers, participation in the program will help prepare employees who may eventually be moving into management or leadership positions.

Structure

This program is structured to provide participants with six training courses. Courses will take place in June, August and September. The last two courses include participation in the KHA Annual Convention and Trade Show and will conclude with a graduation ceremony. In addition, conference calls and webinars will be used between courses to provide additional training.

Participation will be limited to 30 students. This will allow for networking and small group interaction. Enrollment will be taken on a first-come, first-served basis. **Initially, one student per hospital will be admitted.** If space allows, additional students from the same hospital will be admitted.

In-Person Daily Course Agenda

| | |
|------------|--|
| 8:00 a.m. | Registration and Continental Breakfast |
| 8:30 a.m. | Course Instruction |
| 10:15 a.m. | Break |
| 10:30 a.m. | Course Instruction |
| Noon | Lunch |
| 1:00 p.m. | Course Instruction |
| 2:30 p.m. | Break |
| 2:45 p.m. | Course Instruction |
| 4:00 p.m. | Adjourn |

| Dates and Locations (Participants must attend all sessions to graduate.) | | |
|---|------------|---|
| Kick-Off Call | June 4 | 10:00 a.m. to 11:00 a.m. |
| Courses One and Two | June 27-28 | Homewood Suites by Hilton Salina Downtown, 115 E Mulberry St., Salina |
| Webinar | July 9 | 10:00 a.m. to Noon |
| Courses Three and Four | Aug. 1-2 | Homewood Suites by Hilton Salina Downtown, 115 E Mulberry St., Salina |
| Webinar | Aug. 20 | 1:00 p.m. to 3:00 p.m. |
| Courses Five and Six | Sept. 4-6 | Sheraton, Overland Park |

COURSE DESCRIPTIONS

Course One - Building the Foundation

- differences between leadership and management
- organizational climate
- commitment to your organization
- values and mission

Instructor: John Belt, Ph.D. - emeritus professor, Wichita State University/
consultant, coach and trainer

Course Two - Communicating Strategically

- how to listen and question
- challenges to communication (change, fear, gender, age, etc.)
- understanding your communication style
- identifying others' communication styles
- replenishment strategies
- advocating for change

Instructors: Jennifer Findley - vice president of education and special projects,
Kansas Hospital Association

Tara Mays - vice president state legislative relations, Kansas Hospital Association

Course Three - Growing an Effective Team

- characteristics of an effective team
- team communication and meetings
- creating and maintaining a positive team environment
- barriers to effective team work
- trust and its value to the team

Instructor: Toni Boyles - CEO, A Place in Time

Course Four - Resolving Conflict - "Getting to Yes"

- conflict resolution
- assertiveness skills
- decreasing conflict
- using conflict effectively
- healthy approaches to dealing with conflict

Instructor: Toni Boyles - CEO, A Place in Time

Courses Five and Six - Leading into the Future

- complimentary registration for the KHA Annual Convention and Trade Show (same date and location)
- networking opportunities with convention attendees (CEOs and executive staff)
- hot topics in health care
- special session for KHA Leadership Institute only
- graduation

Instructors: to be announced

Sponsors

The Kansas Hospital Association thanks the sponsors listed below for helping underwrite this program, which allowed a reduced registration fee for participants.



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LEADERSHIP INSTITUTE

Hotel Accommodations

A block of hotel rooms has been reserved for each course at a special group rate (listed below). After the cut-off date, reservations will be taken on a space available basis at the regular rate. Please ask for the Kansas Hospital Association room block to receive the special rate. **We expect the hotel to fill quickly. Make your reservations as soon as possible.**

| Courses | Location | Group Rate | Cut-Off Date | Reservations Number |
|---|---------------------------|----------------|--------------|---------------------|
| One and Two | Homewood Suites | \$149 plus tax | May 26 | (785) 515-2600 |
| https://group.homewood-suites.com/z0cuuh | | | | |
| Three and Four | Homewood Suites | \$149 plus tax | July 1 | (785) 515-2600 |
| https://group.homewood-suites.com/lxf4y1 | | | | |
| Five and Six | Sheraton Overland Park | \$144 | Aug. 13 | (913) 234-2100 |
| https://www.marriott.com/events/start.mi?id=1707254471923&key=GRP | | | | |

Attire

Students are encouraged to dress in casual attire for courses one through four. Business attire is suggested for courses five and six. Temperatures in meeting rooms are somewhat difficult to control; therefore, we recommend you dress in layers to allow for these variances.

Social Opportunities

Students will have the opportunity to participate in informal social gatherings the first evening of each set of courses. Input will be gathered from students, and details will be announced prior to each set of courses.

Graduation

Upon completion of all six courses, students will participate in a graduation ceremony in conjunction with the KHA Annual Convention and Trade Show on Sept. 4-6, 2024. Students are encouraged to invite their hospital CEO and other special guests. Additional information will be provided to students prior to graduation.

Special Services

KHA wishes to ensure that no individual with a disability is excluded or denied services due to the absence of auxiliary aids or services. If you need any of the aids or services identified in the Americans with Disabilities Act, please contact Melissa Willey at (785) 233-7436 or mwilley@kha-net.org.

CONTINUING EDUCATION

Continuing Nursing Education

The Kansas Hospital Association is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. Provider No. LT 0031-0116.

The sessions scheduled for June 27 and 28 are approved for 14.0 contact hours applicable for RN and LPN relicensure. Certificates will be awarded at the conclusion of the sessions.

The sessions scheduled for August 1 and 2 are approved for 14.0 contact hours applicable for RN and LPN relicensure. Certificates will be awarded at the conclusion of the sessions.



Kansas Leadership Institute Class of 2023.

Learning Objectives At the conclusion of this program, students should be able to:

- Define the function of management;
- Describe the importance of leadership;
- Design a personal definition of leadership;
- Discuss the differences between management and leadership;
- Explain the purpose of a vision statement;
- Describe how to write an effective goal;
- Review the role that values play in an organization;
- Discuss four techniques for developing a positive climate that brings out the best in people;
- Discuss national survey results on what is important to employees;
- Define communication;
- Describe keys to effective listening;
- Discuss barriers to effective listening;
- Explain two methods of communication;
- Explain how knowing your personality strengths can help you communicate better with others;
- Discuss effective strategies to advocate for issues important to you.
- List three strategies for improving employee wellbeing;
- Discuss the differences between being reactive and proactive in conflictual situations;
- Discuss the role that trust plays in relationships;
- List three things you can do to “deposit” in someone’s emotional bank account;
- Explain how paradigms impact your experiences;
- List three conflict resolution styles;
- Describe your conflict resolution style;
- Discuss how your personality can unintentionally create conflict;
- Describe strategies for decreasing conflict;
- List three characteristics of an effective team;
- Share two actions you will take to improve collaborating with others;
- Define the trust equation;
- List five behaviors that build trust;
- Describe three things that hurt trust; and
- Discuss how to lead through resistance to change.

