■ LIVE LEARNING ■ CERTIFICATE OF COMPLETION ■ 6 CE CREDITS

AMERICAN ASSOCIATION OF DENTAL OFFICE MANAGEMENT

AADOM

LEARN • CONNECT • GROW

# live!

AADOM CERTIFICATE PROGRAM ■ LIMITED TO AADOM MEMBERS

BECOME AN AADOM-RECOGNIZED **HUMAN RESOURCES COORDINATOR**

**DATE**
FRIDAY, OCT. 18, 2019
8 AM - 4 PM

**LOCATION**
CEDR HR SOLUTIONS
2919 E. BROADWAY BLVD.
SUITE 320
TUCSON, ARIZONA 85716

**AADOM LIVE! SESSION 4 TRAINERS**
GRACE GODLASKY, SOLUTION CENTER MANAGER
JENNIE MCLAUGHLIN, COMPLIANCE DIRECTOR
MICHELE OLIVER, HUMAN RESOURCE DIRECTOR
PAUL EDWARDS, CEO & CO-FOUNDER CEDR HR SOLUTIONS

**SPACE IS LIMITED!**
**REGISTER EARLY AT**
**DENTALMANAGERS.COM/AADOMLIVE1018**

## COURSE DESCRIPTION

- Hiring and Onboarding Guidance: How to Build (and Keep) Your Rockstar Team
- Separation Guidance: How to Protect Your Practice and Preserve Employee Dignity When You Say "So Long"
- Progressive Coaching: How to Make Tough Employee Conversations Easier on Everyone
- Great Communication Skills that Make Great Managers
- Engaging Your Employees to Improve Your Practice
- Manage Smarter with Helpful Employee Handbook Policies
- Attendees must complete and successfully pass short quizzes on each topic to earn certificate of completion

## SCHEDULE

- **8:00am-8:30am** Registration & Breakfast (Provided)
- **8:30am-12:00pm** A.M. Session
- **12:00-12:45pm** Lunch (Provided)
- **12:45-4:00pm** P.M. Session & Certificate Presentation

## PRICE

- Earlybird Rate - $249 (Expires Sept. 27, 2019)
- Standard Registration - $299
- Bring Three, Get One FREE!

AGD PACE APPROVED FOR 6 CE CREDITS

PACE ACADEMY OF GENERAL DENTISTRY PROGRAM APPROVAL FOR CONTINUING EDUCATION

cedr HR SOLUTIONS

SUPPORTED BY AADOM'S LOCAL CHAPTER

AADOM PHOENIX, AZ CHAPTER