



<b>Title</b>	Activity Director Training – Home Study
<b>Length of Training</b>	42-hour training program (4.2 college credits)
<b>Home Study Information and Requirements</b>	<p>This format is designed to allow students to work at their own pace as long as the student completes the course within 24 weeks of the start date. The home study is divided into four modules: long-term care education needs, planning needs, assessment, and general education needs. Each module has reading and written assignments. Grading for the home study is based on organization, neatness, creativity, and overall quality of work. The final grade for the home study is either pass or no pass.</p> <p>Requirements include:</p> <ol style="list-style-type: none"><li>1. Students must have access to the internet.</li><li>2. All home study work must be completed in an older adult care setting.</li><li>3. Purchase of the book and additional resources is the responsibility of the student. The book can be purchased online at <a href="http://idyllarbor.com">idyllarbor.com</a>.</li></ol>
<b>Facilitator</b>	Courtney Schmitz, MS, CTRS, CADDCT, CDCM, CDP
<b>School Policies</b>	Nebraska Health Care Learning Center policies regarding admission, withdrawal, attendance, grades, transcripts, college credit, program requirements, and refunds are in the <a href="#">Nebraska Health Care Learning Center Education Catalog</a> . The Nebraska Health Care Learning Center (NHCLC) is an affiliate of Nebraska Health Care Association.
<b>Program Content</b>	The activity director training offers basic knowledge to fulfill the role of activity director as defined in the state and federal requirements for nursing and long-term care facilities.
<b>Program Objectives</b>	<p>At the completion of the program, participants will be able to:</p> <ol style="list-style-type: none"><li>1. Function in the role of activity director in a nursing facility;</li><li>2. Assess the activity levels, preferences, and needs of a resident in a nursing facility;</li><li>3. Develop an individualized and appropriate activity plan of care for residents in a nursing facility;</li><li>4. Contribute to interdisciplinary team plan of care conferences;</li><li>5. Participate in the care team that provides services to the resident; and</li><li>6. Plan and/or arrange activities for residents in a nursing facility that meet each individual's needs.</li></ol>
<b>Audience</b>	The activity director training is designed for the person with primary responsibility for the activity program in a nursing facility.

**College Credit** Nebraska Health Care Learning Center awards 4.2 hours of college credit upon successful completion of this course. See the [Nebraska Health Care Learning Center Catalog](#) (Published: March 2023) for credit requirements. To receive college credit, contact [registrar@nehca.org](mailto:registrar@nehca.org). A high school or equivalent transcript must be on file with NHCLC within 30 days of completing the course. Email or fax transcripts will not be accepted. Please indicate on the registration form if you would like to receive college credit.

**CE Credit** This 42-hour training meets the criteria of an approved continuing education program for activity coordinators.

**Handouts** Purchase of the book and additional resources is the responsibility of the student. The book can be purchased online at [idyllarbor.com](http://idyllarbor.com). Additional course handouts are provided by the instructor.

**Evaluations** Upon successful completion of the course, the facilitator will notify NHCLC on your behalf. An evaluation will be emailed to you, and we ask for your feedback on the course experience.

**Attendance and Cancellation** Students must complete at least 50% of the course to be eligible for make-up days. An incomplete is given until time and content are made up. Substitution, cancellation, and refund policies can be found at this [link](#).

**Registration/  
Fees**

<b>Registration Fee</b>	\$0
<b>Tuition</b>	\$231
<b>Fees</b>	\$268
<b>Total Tuition and Fees</b>	\$499
<b>Make-up Days</b>	\$45

**Scholarships** Scholarships are offered through Nebraska Health Care Foundation. Information and application can be found [online](#).

**Disabilities** If a registrant has a disability that requires special needs, email [registrar@nehca.org](mailto:registrar@nehca.org).

**Questions** For questions concerning this training, contact:

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1200 Libra Drive, Suite 100  
Lincoln NE 68512  
Phone: 402-435-3551  
Email: [registrar@nehca.org](mailto:registrar@nehca.org)