



You are invited...

ADMINISTRATIVE PROFESSIONALS IN HEALTHCARE:

Celebrating You!

FRIDAY, MAY 13 | 8 A.M.

NJHA Conference Center | Princeton, NJ

AGENDA

- 8 a.m. *Registration and Continental Breakfast*
- 9 a.m. **THE KEYS TO BE A SUCCESS IN WORK, AND IN LIFE**
VINCENT D. JOSEPH, FACHE
Special Advisor to the President
Certified Executive Coach
Robert Wood Johnson University Hospital
- 10:30 *Break and Shopping with Vendors*
- 11 a.m. **THE LANDSCAPE OF HEALTH CARE IN NEW JERSEY**
JENNIFER G. VELEZ, ESQ.
Senior Vice President, Community and Behavioral Health
RWJ Barnabas Health
- 12 noon *Lunch and Shopping with Vendors*
- 1 p.m. **THE REVOLUTIONARY ASSISTANT**
TY HOWARD
Founder, Chief Executive Officer and Editor-in-Chief
MOTIVATION magazine
- 3 p.m. *Final Comments and Adjournment*

FEATURED SPEAKER:

TY HOWARD, Founder, CEO & Editor-in-Chief of **MOTIVATION** magazine. Ty Howard is an internationally respected authority on self-development and business-development. He is a habits consultant, relationship expert, teacher, personal and professional development expert, and best-selling author.

TARGET AUDIENCE:

CEO/Senior Leadership executive assistants, office managers, administrative assistants, unit coordinators or anyone in an administrative position who would benefit from attending an uplifting and motivating session.

Enjoy leisurely browsing with local artisans; continental breakfast and lunch will be served.



Registration Information

COURSE #: EDU 1613 FEES: \$95 EACH

Location: NJHA Conference and Event Center • 760 Alexander Road, Princeton, NJ 08540

Directions: www.njha.com/directions.aspx

PAYING BY CREDIT CARD

Guarantee your seat now by registering and paying online with a credit card. It's secure and easy!

To register, select "Administrative Professional in Healthcare" at

www.njha.com/education/

Note: For security purposes, please **DO NOT** mail credit card information with your security code to the P.O. Box.

PAYING BY CHECK

Please fax your registration form prior to mailing it with your payment.

A copy of the registration must accompany your check in order to allocate your payment properly.

FAX: 609-275-4271

Make check payable to: HRET of NJ

Mail to: Educational Services, HRET of NJ, PO Box 828691 Philadelphia, PA 19182-8691

Note: Your registration will not be complete until payment has been received.

CANCELLATION POLICY

Cancellations received by, 4 p.m., May 11, will receive a refund minus a \$20 per person service fee.

Cancellations received after that date are ineligible for a refund. Registrants unable to attend may send an alternate.

GENERAL INFORMATION

- **On-site Registration:** We will do our best to accommodate walk-ins, but cannot guarantee seating. If a conference does have availability, payment is due at that time.
- For registration inquiries, please contact the program coordinator at: mmorgan@njha.com or 609-275-4180
- If you have a disability and need special accommodation, please call 609-275-4011

Fee: \$95 Each

REGISTRATION

(EDU 1621)

Name: _____

Title: _____

Phone _____ E-mail: _____

Organization: _____

Organization Address: _____ City, State, Zip: _____

Method of Payment: CC Check #: _____

Payment Amount: \$ _____ Credit Card: MasterCard VISA AmEx

Cardholder Name: _____ Card Number: _____

Expiration Date: _____ CCV _____ Code: _____

Signature: _____

Billing Address (if different from above): _____