

## Speaker

Nan DeMars is an internationally-recognized Office Ethics seminar leader, keynote speaker, author, columnist, media talk-show guest and trainer of over 100,000 office professionals. She is author of the book, *You Want Me To Do WHAT? When, Where And How To Draw The Line At Work* (1998, Simon & Schuster).

Nan is President of Executary Services, a Minneapolis-based consulting firm providing office ethics seminars, consulting and placement services for the administrative professional. She is the office ethics columnist for OfficePro Magazine, the Bureau of Business Practice and Dartnell's Nine to Five publications, which is why she is often called 'Nan Landers.' Nan is also CBS affiliate WCCO Radio's 'Ethicist' expert and recently was featured in an internationally televised program on TSN, the Professional Development Channel, a satellite network for corporate and government training.

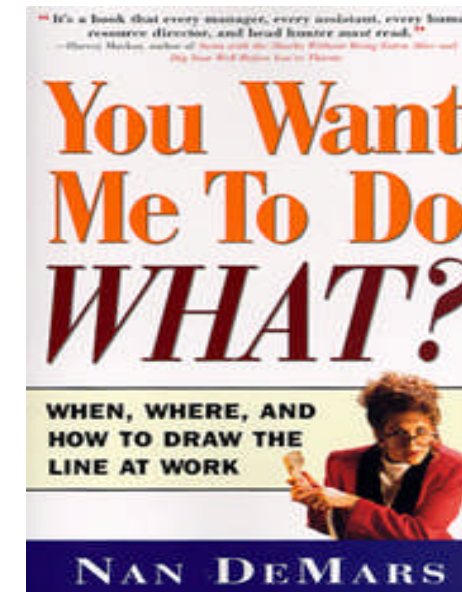
Nan is a frequent guest on both U.S. and Canadian TV and radio, including *The Today Show*, *Good Morning America*, *NBC Dateline*, *CNBC*, *MSNBC*, and *National Public Radio*, and is continually featured and quoted in periodicals, including *The Wall Street Journal*, *USA Today*, *U.S. News & World Report*, *The New*

### Ohio Hospital Association

15th Floor  
155 E. Broad  
Street  
Columbus, Ohio  
Phone: 614-221-7614  
Fax: 614-241-

## Ohio Society of Healthcare Administrative Professionals

Fall



October 13, 2006

### Quest Business Center

8405 Pulsar Place



Sponsored by

The Ohio Hospital Association

and

**Who Should Attend**

Members of the Ohio Society of Healthcare Administrative Professionals, assistants, secretaries, administrative coordinators or anyone in an administrative professional role, in any organization.

**Registration**

The registration fee is \$130.00 for OSHAP members and \$180.00 for non-members; the fee covers faculty costs, workshop materials, scheduled meal functions, and beverage breaks. **In addition, everyone attending the conference will receive a copy of Nan's book.** Return the enclosed registration form along with full fee payment to OHA, 155 East Broad Street, 15th Floor, Columbus, Ohio 43215-3620. Make checks payable to OHA. Fax registrations will be accepted with credit card payment. Fax registrations to (614) 241-2933.



OSHAP member dues are \$50 per year. Contact OHA Society Services at (614) 221-7614 for information regarding membership.



**Cancellations**

A refund of registration fees will be made to those registrants notifying OHA of cancellation five (5) days prior to the program. A \$40 processing fee will be charged against each cancellation. No refunds will be made after that date. Participant substitutions are welcome.

**Overnight Accommodations**

**Ohio Society of Healthcare Administrative Professionals**

**Fall Conference**



**Sign-Up Form Title**

	Sign	Time	Price
<input type="checkbox"/>	Type	00:00	\$00.00
<input type="checkbox"/>	Type the event name here	00:00	\$00.00
<input type="checkbox"/>	Type the event name here	00:00	\$00.00
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<input type="checkbox"/>	Type the event name here	00:00	\$00.00
			Subtotal: _____
			Tax: _____
			Total: _____

Name \_\_\_\_\_

Address \_\_\_\_\_

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Phone \_\_\_\_\_

Method of Payment

- Check
- Bill Me
- Visa
- MasterCard
- American Express

Credit Card # \_\_\_\_\_ Exp. date \_\_\_\_\_

Signature \_\_\_\_\_

**AGENDA**

**8:30 Registration & Continental Breakfast**

**9:00 Welcome & Introductions**