## **FLORIDA HOSPICE** & PALLIATIVE CARE ASSOCIATION

We are pleased to announce that we have partnered with the Hospice & Home Care Webinar Network to offer webinars specifically for Hospice and Home Care professionals. All FHPCA members (employees of a <u>Hospice Provider Member</u>) are able participate in these webinars at a reduced member price.

In order to ensure that you receive information on upcoming webinars, we'd like to offer a few suggestions.

- 1. Please be sure your organization's email system accepts (and does not reject) mail from the following email addresses:
  - FHPCA@eewebinarnetwork.com
  - <u>FHPCAtraining@eewebinarnetwork.com</u>
  - <u>Assistance@eewebinarnetwork.com</u>
  - info@floridahospices.org
  - paul@floridahospices.org
  - <u>cheimann@floridahospices.org</u>

A simple way to do this is to add each of these e-mail addresses to your contacts folder and "safe senders" list. If you have an IT department, please forward this information to them so that the webinar information and instructions are not blocked by your firewall or spam filter. [If you do not have an IT Department, please add the domain eewebinarnetwork.com to your contacts folder, your "safe" or "approved" senders list in your email client (such as Outlook), and spam filter (such as Postini).] Not sure how? Here are instructions for Outlook.

- 2. When you register for a "live" webinar, instructions will be emailed approximately one week in advance.
- 3. When you register for an "archived" webinar, an on-demand web link will be emailed approximately one week before the live webinar. The on-demand web link contains an audio/visual recording of the live webinar broadcast, including question and answer sessions. It also includes a PDF file of the handouts and the speaker's email address so you may ask followup questions. The web link can be viewed anytime 24/7 beginning 6 business days following the live webinar. It expires 6 months after the live program date.
- 4. If you pay by credit card, your statement will show **Financial Education & Development, Inc. as the merchant name or transaction description.**

For questions, please contact <u>FHPCA@eewebinarnetwork.com</u>.

## Watch your email for detailed information on upcoming webinars or visit <a href="http://fhpca.essentialeducationwebinarnetwork.com/store/webinar">http://fhpca.essentialeducationwebinarnetwork.com/store/webinar</a>