



Consulting: The Next Step in your Career

APIC Consulting Services Pre-Conference Event
2017 APIC Annual Conference

Overview

- When: Tuesday, June 13, 2017
- Where: Hilton Portland
- Time: 3 hours (1-4pm)
- Lead Facilitators:
 - Mary L. Fornek, RN, BSN, MBA, CIC, FAPIC and Marie Kassai, RN, BSN, MPH, CIC, FAPIC
- Panelists:
 - Bonnie Barnard, MPH, CIC, James Marx, PhD, RN, CIC, FAPIC, Leslie Kretzu, MA, MIPP

Summary

- Welcome, Introductions, and About the Course (5 min)
- Overview of Infection Prevention and Control Consulting (50 min)
- Infection Prevention Consultant Niche (30 min)
- Getting Started with the Business of Consulting (55 min)
- Sample Tools and Their Use (10 min)
- Consultant Panel Q&A (30 min)

Course Breakdown

- 1. Welcome, Introductions, and About the Course (5 min)**
- 2. Overview of Infection Prevention and Control Consulting (50 min)**
 - a. What kind of infection prevention consulting is currently happening (20 min)
 - i. Consulting categories
 1. Independent consultant/business
 2. Professional consulting services
 - a. Eligibility requirements for APIC Consulting
 - ii. Opportunities for consultants
 1. Outbreaks
 2. Deficiency citations
 3. New infection preventionists
 4. Other
 - iii. Length of typical assignments
 - b. Qualities of the consultant (30 min)
 - i. Characteristics expected by clients
 - ii. Technical knowledge



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1. Knowledge of regulations, standards, guidelines, best practices, ...
 2. Choice of proper tools for assessment or training
 3. NHSN knowledge
 4. General computer skills
- 3. Infection Prevention Consultant Niche (30 min)**
- a. Role(s) of consultant
 - b. Types of clinical settings
 - c. Areas of opportunity (where is the greatest need right now)
- 4. Break (15 minutes)**
- 5. Getting Started with the Business of Consulting (55 min)**
- a. Getting started (i.e., operations)
 - b. Recommended resources
 - c. Legal/contracts/ LLC, Inc.
 - d. Fee schedules
 - e. Contracts
 - f. Confidentiality
 - g. Marketing and promotions
 - h. Professionalism
 - i. Report writing
 - j. Do's and don'ts
- 6. Sample Tools and Their Use (10 min)**
- 7. Consultant Panel Q&A (30 min)**
- a. Lessons learned
 - b. Critical components for consulting from panelists' perspective
 - c. Q/A