

## Conference Schedule

- 8:00 Registration  
Continental Breakfast
- 8:15 MAHAP Welcome  
Deb McNally, President
- 8:30 MAHAP Business Meeting
- 9:15 Welcome  
University of New England and the  
College of Osteopathic Medicine  
Danielle N. Ripich, PhD, President  
Marc B. Hahn, DO, SVP Health Affairs  
and Dean of the Medical School
- 9:30 Break
- 9:45 Margie Kelley of Business Etiquette  
Institute  
“Professional Etiquette”
- 11:45 Lunch & Tour of UNE
- 1:15 Matt Norcia of UNE  
“IT Tips”
- 2:15 Carie Costello of Visibility  
“Improving Personal Image”
- 3:15 Wrap up, Evaluation, Adjourn

**Many Thanks to our Program Committee:**  
MAHAP President, Deborah McNally, NERHP;  
Patricia Miller, MCH; Gayle Littlefield, EMHS;  
Mechelle Connolly, MH; Marti Hawkins, MMC;  
Kristen Grondin, FCHN

**Go to:** <http://mahap.net/index.html>

## Program Speakers

**Margie Kelley** – Clients hire Margie Kelly for her common sense tutorials that improve people’s business etiquette skills on the spot. Whether you work in blue jeans or a suit, Margie makes sure you understand what’s necessary to succeed in today’s business arena.

**Carie Costello** - Her consulting business has been successful since 2000, and Carie has helped many people define and enhance their appearance through Clothing Color and Style Consultations. She is Certified in Integrative Nutrition and ready to share her knowledge of health and wellness with others.

**Matt Norcia** - Matt Norcia is the Training Specialist for Academic Technology Services, a division of Information Technology, at the University of New England. Matt has over twenty years of training, education, and development experience with a number of technology-based companies.

## Hotel Accommodations/Directions

### Comfort Inn

45 Barra Road, Biddeford, ME, US, 04005

(207) 294-6464

\$69.00 per night (MAHAP Group)

From North or South: continue onto Maine Turnpike and take Exit 32. Then at lights, take left, then at 2nd set of lights, take left onto Barra Road.

### Optional Dinner – Thursday, October 27th

Run of the Mill, 100 Main St., Saco, Maine

(207) 571-9648

<http://therunofthemill.net/>

### University of New England

11 Hills Beach Road

Biddeford, ME 04005

[Dsanders1@une.edu](mailto:Dsanders1@une.edu)

602-2807

**Driving directions** – From the North and South: Take the Maine Turnpike (I-95) to **Exit 32** (Biddeford). After the tollbooth, turn left at the traffic light intersection onto Route 111 (Alfred Street). Staying in the right lane to the intersection of Route 1, take a left onto Route 1 from the right-hand lane, and then an immediate right as Rt. 111 branches off to the right. Then continue to the next traffic light. Turn right onto Route 9/208 (Pool Street). Follow Route 9/208 approximately 4 miles to the University of New England sign on your left. Turn left at the sign to enter the campus.

***Special Driving Notes: Parking at the UNE is very limited. We suggest that you park at the Saco Train Station and Take the Nor’Easter Express to the campus.***

**Additional parking/travel to UNE to follow.**

**MAHAP Fall 2011  
Conference Registration**

Please return payment and registration form to:

Patricia Miller  
Mid Coast Hospital  
123 Medical Center Drive  
Brunswick, ME 04011

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Name: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Enclose check in the amount of :  
\$75 Conference – Member  
\$100 Conference – Non-member  
\$100 Dinner & Conf. – Member  
\$125 Dinner & Conf. – Non-member

**Optional Dinner**, Thursday, October 27<sup>th</sup>,  
Run of the Mill, Saco, Maine 6:00pm

Make check payable to “MAHAP”

MAHAP  
c/o Cheryl Roney  
Mid Coast Hospital  
123 Medical Center Drive  
Brunswick, ME 04011



*Maine Association of  
Healthcare  
Administrative  
Professionals*

**Fall Conference  
2011**



**Friday, October 28, 2011  
8:00am – 4:00pm**

**Hosted by: University of New England  
and the College of Osteopathic  
Medicine  
11 Hills Beach Road  
Biddeford, ME**