

## NTMC Hosting Information

*Thank you for your interest in hosting the Neonatal Touch & Massage Certification! Hosting is incredibly easy and offers multiple benefits.*

### Hosting Site Responsibilities (cont.)

- Sign Venue Agreement
- Provide breakfast and optional lunch, and/or light afternoon snack
  - The hosting site provides breakfast and has the option to provide lunch and/or light refreshments. The training starts promptly at 8:00 AM and ends at 5:00 PM.

### NTMC Responsibilities

- Registration of participants.
- Brochure development for hosting site to use as desired.
- Marketing of NTMC course.
- Laptop computer to interface with data projector.
- All equipment, supplies and forms for training.
- Expenses for food, lodging, travel for NTMC staff.
- Binder of handouts for Hands-On Training for all participants.
- All the little details that make a good course great!
- Contact hours
  - 15.5 contact hours for PT and OT for On-Line Training
  - 20.1 contact hours for nurses for On-Line Education
  - 15.5 contact hours for PT and OT for Hands-On Training
  - 8.7 contact hours for nurses for Hands-On Training

### Hosting Site Benefits

- All attendees from a hosting location receive a 20% discount for hosting and sending more than 3 neonatal professionals.
- Contact hours for OT, PT and RN participants.
- Increased knowledge and hands-on skill development of neonatal, neuroprotective, care practices for attendees.
- Advertising of hospital through marketing as a NTMC Hosting Site.
- Ability to send multiple people to a pertinent, clinically relevant course, without the increased expenses of travel and time away.
- Pride of being a hosting site for an exclusive neonatal certification.
- One free NTMC attendee from Pampers Professional Scholarship.

### Hosting Site Responsibilities

- Assure a minimum of six (6) hospital staff (OT, PT, SLP, RN) attend NTMC.
- Provide a Conference Room
  - Room with tables and chairs must be large enough for 40 participants in a classroom setting and extra room for 12 tables for lab. Minimum room size is 1300 square feet.
  - Room must have a functioning data projector and screen.
- Complete NTMC Hosting Form
  - Includes name and title of person responsible for signing contract, name and address of three recommended hotels, name(s) of conference room(s) for Hands-On Training.

Yes, that's right! The Hosting Site is **NOT** responsible for registration, marketing, speaker expenses, or any of the other headaches associated with sponsoring most courses! Any questions feel free to contact Kara Ann Waitzman at [karawaitzman@infantdriven.com](mailto:karawaitzman@infantdriven.com) or 855-CTC-NTMC

