

# Case Management Techniques and Strategies

## Course Schedule

Topics	Webinars
<b>Week One:</b> Case Management System, Database, Policies and Procedures	All webinars are conducted on Thursdays from 2:00 – 3:00 PM Eastern <b>February 4</b>
<b>Week Two:</b> Selecting and Opening Cases	<b>February 11</b>
<b>Week Three:</b> File Maintenance and Security	<b>February 18</b>
<b>Week Four:</b> Closing Cases and Standardizing Communications	<b>February 25</b>

## Important Dates

<b>Course Opens</b>	<b>January 28</b>
<b>First Webinar</b>	<b>February 4</b>
<b>Course Deadline</b>	<b>March 11</b>
<b>Course Closes</b>	<b>March 25</b>

**Course Completion Deadline: View all webinars and submit all quizzes by 6:00 PM Eastern on Thursday, March 11, 2021.**