

**Henry Schein , cordially Invites you to attend :**

**Part 1, “The Good, the Bad and the Ugly” or “The Real cost of Hiring”  
In the Business Series: “From Hiring to Termination — Mastering the Process”**

Meeting Date: Friday, June 17th, 2011  
Time: Registration 8 AM  
Program 8:30 AM to 3:30 PM

Fee to Attend: \$ 59 Non- Member  
\$49 CDMA Members  
Please note : Seating is Limited

Location: Courtyard Marriott  
1475 S. Colorado Blvd.  
Denver. Co. 80222

*This interactive program is designed to provide a “Road Map” for **Comprehensive Risk Management**, helping you to navigate your way through the legal and personnel challenges you face as a business owner.*



*In Part 1— “The Good, the Bad and the Ugly” or “The Real cost of Hiring”, Judith Holmes, president of The Compliance Clinic, LLC, Leigh Olson and Steve Scalbom of Nova Consulting, will advise and instruct on:*

- The Real cost of Hiring ... **Plan now...or Pay Later!**
- Legal fundamentals you MUST know ... **Before you begin the hiring process**
  - Fundamental Legal Principles Employers should Understand
  - Know your Team... **What and Who** are you “preparing” for **anyway?!**  
Workshop #1: **Let’s recruit!**
  - Using Job Descriptions to go through the recruiting process
    - The Do’s and Don’ts when drafting the want-ad
- Planning for the interview ... **Identify Personalities and Use a “Values” Test**  
Workshop #2: **Prepare for the Interview**
- Draft a script using the Job Description and Incorporating Nova principles  
Workshop #3: **Conducting the interview**
  - “Legal Landmines” in the Hiring Process
    - Creating the “Right Fit”

Judy has practiced law for over 30 years, and has advised hundreds of employers on a wide range of employment-related issues. She has extensive trial experience and knows first hand how workplace conflict and employment-related litigation can devastate a business. Judy applies her experience to help employers prevent costly law suits by identifying potential problems and working with her clients to develop effective solutions.



Leigh and Steve’s experience in sales, management and team building span more than 25 years. With a focus on the “Causes” and not just the Effects of poor personnel choices, lack of leadership and ineffective management disciplines, their program compliments and personalizes the legal process creating the foundation for “Teams” and organizations that will last.



 HENRY SCHEIN®  
DENTAL

Please R.S.V.P. to: Jenni Silva @ Jenni.silva@henryschein.com  
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