



WEBINAR:

EDISCOVERY: 3-PART SERIES

**AUGUST 3; AUGUST 17; AUGUST 30, 2010
11:00 – 12:30 EDT**

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The topic of eDiscovery is on everyone’s lips and news articles about the costs involved when things go wrong are becoming almost a daily occurrence. Trial courts are becoming less and less tolerant of the reasons why parties don’t respond correctly to the management, preservation, collection and production of data that is required when litigation occurs. Questions about the need to understand where your data is, how it is managed, how to “hold” it when needed, and how to effectively and efficiently get it for litigation will be answered as part of this webinar series.

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Electronic Discovery – If It Hasn’t Touched You It Will (1035/1284)

August 3, 2010

In this session there will be a discussion of the history and reasons behind why we have rules for electronic discovery. Participants will step through the nuts and bolts of electronic discovery. Knowledge of the process of electronic discovery can help hospitals get prepared. Preparation goes a long way in reducing costs and expenses of litigation.

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Collecting and Handling Electronic Evidence (1037/1286)

August 17, 2010

Collecting and handling electronic evidence is often one of the more important aspects of responding to an incident dealing with digital documents. This phase forms the base for all further action taken on the case. Being prepared to handle this phase will allow the case to progress quickly and more efficiently. In this session participants will learn the right steps to take, as well as the legal and technical implications of electronic evidence. There will also be an emphasis on documentation and best practices.

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The End Game – The Good, The Bad and Sometimes the Ugly of Electronic Discovery (1041/1246)

August 30, 2010

In this final session of the series participants will look at the costs and potential ramifications of not correctly responding to the rules in place for electronic discovery. Attendees will look at what can be learned from those who have embraced the challenges of the new rules to those who have not and understand what some of the next steps should be. This session will provide a summary of sessions one and two and participants will learn how to practically apply the issues discussed. The important lesson will be to start moving forward with slow steps. Case studies will be reviewed with positive and negative examples of how related industry leaders have responded to the challenges posed by ESI including State Farm and Blue Cross Blue Shield. Court rulings will be reviewed and participants will look at where things get ugly for plaintiffs or defendants who do not abide by the federal rules and sanctions.

Series Topics:

- Identify and target the relevant data sources and types
- Importance of a legal hold which is designed to preserve data
- Different methods of collecting electronic data
- How to reduce the data set during the processing stage
- Different methods of review and analysis to find the relevant data quickly
- Different methods of producing the data
- Legal holds and relying on the user
- Enabling collection through policy
- The right to collect and examine evidence
- Digital Forensics overview
- Best practices for collecting electronic evidence
- Chain of Custody and documentation
- Electronic evidence storage
- Discuss common problems and solutions

Target Audience: CEOs, COOs, Risk Managers, IT Staff, Staff collecting/segmenting electronic information, Hospital Legal Counsel

Faculty: Don Kohtz is the Managing Director of Legal Solutions at Continuum Worldwide. He was formerly an Assistant Attorney General for the State of Nebraska, the Fraud Bureau Chief at the Nebraska Department of Insurance, and provided legal counsel and litigation services to insurance companies and financial institutions while practicing with the law firm of Locher Cellilli Pavelka & Dostal.

Mr. Kohtz has presented and/or published on the topics of electronic discovery (eDiscovery) and electronically stored information (ESI) matters; digital/computer forensics; best practices for first responders collecting electronic evidence; cell phone forensics; insurance fraud; risk mitigation; and compliance matters. He has investigated and consulted on matters involving insurance fraud; theft; impersonation; other white collar crimes; and unethical behavior.

Mr. Kohtz holds a Bachelor of Science Degree, a Doctorate of Jurisprudence, and is certified as a HIPAA Professional (HIPAP). He is a member of the Nebraska and Missouri state Bar Associations. He is also licensed and practices in the state and federal U.S. District Courts in the states of Nebraska and Missouri, the Eighth Circuit Court of Appeals and the Supreme Court of the United States of America.

Matt Churchill is Director of Digital Forensics and Cyber Investigation for Continuum Worldwide. He is a former law enforcement officer of ten years where he conducted digital forensic examinations, investigated various types of online crime, and was assigned to the FBI's Cyber Crime Task Force. He has received training from the FBI, Department of Defense, and various commercial entities.

Mr. Churchill is a founding member of the Nebraska Chapter of the High Technology Crime Investigation Association (HTCIA) and is also involved in the International Association of Computer Investigative Specialists (IACIS), the International Society of Forensic Computer Examiners (ISFSE) and Infragard. He is a graduate of the University of Nebraska at Omaha and has earned the professional designations of Certified Forensic Computer Examiner (CFCE), Certified Computer Examiner (CCE), Certified Information Systems Security Professional (CISSP), GIAC Certified Forensic Analyst (GCFA) and Certified Ethical Hacker (CEH), and AccessData Certified Examiner (ACE).

Olivia Gerroll is the Managing Director of eDiscovery Solutions for Continuum Worldwide. In her role, Ms. Gerroll oversees the eDiscovery Solutions group in providing superior technical support and efficient solutions for clients requiring data collection, processing and hosting review services.

Ms. Gerroll has more than 19 years of experience in litigation technology support and practice support management. Prior to Continuum Worldwide, she spent more than eight years as a litigation services consultant for a global consulting corporation. Highly knowledgeable in all litigation support products, she holds a track record of efficiency improvement through solution development, automation, technology implementation, and data management.

Ms. Gerroll has an in-depth knowledge of the litigation process and attorney requirements. She has spoken on several panels and work extensively with law firms and corporations on the development of best practices and appropriate workflow within the electronic discovery landscape.



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You should register at least five (5) business days prior to the event to ensure optimal processing of conference materials. To register, please submit the attached registration form. **Without payment (via check or credit card), your registration cannot be processed, and you will not receive connection instructions.**

Prior to the event, you will receive a file with the link to the webinar, call-in (bridge) phone number, and link to the handout. You are encouraged to make enough copies of the handout for all the participants at your hospital. If you have not received an e-mail with instructions via the e-mail you provided on the registration form or if you are unable to download or open presentation materials, at least three (3) business days prior to the event, please contact Mary Hofbauer Brown at 410.796.6204 or via e-mail to mhbrown@mhaonline.org.

Substitution, Transfer and Cancellation Policy

Refunds, minus a \$25 processing fee, will be granted if requests are received by MHEI at least 5 business days prior to the program. No refunds will be issued after that date. Substitutions, however, are permitted.



- August 3, 2010 Electronic Discovery – If It Hasn’t Touched You It Will (1035/1284)**
- August 17, 2010 Collecting and Handling Electronic Evidence (1037/1286)**
- August 30, 2010 The Good, The Bad and Sometimes the Ugly of Electronic Discovery (1041/1246)**

Registration Fee \$400 for entire series or \$150 per webinar for MHEI members
\$675 for entire series or \$250 per webinar for non-members

Registration fee covers one or multiple participants at one location (**one connection per registration**) and includes one set of instructional materials/handouts. Advance registration is required to ensure delivery of instructional materials. Upon receipt, additional handouts can be copied.

Without payment (via check or credit card), your registration cannot be processed, and you will not receive connection instructions.

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Return Registration Form and Payment to:

Mary Hofbauer Brown
Director, Operations & Programs
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6820 Deerpath Road
Elkridge, MD 21075

mhbrown@mhaonline.org
410.796.6204
410.379.9541 FAX