

# CONFERENCE POLICIES

## NURSE-LED CARE CONFERENCE 2019

### OCTOBER 1-3, 2019



#### Refund/Cancellation Policy

A \$25 administration fee will be charged for all refunds. If you need to cancel your registration, please contact Justin Gero at [jgero@nccc.us](mailto:jgero@nccc.us) with your request or 215-731-7142. If cancellation occurs after September 23, 2019, a refund will not be available. Allow a minimum of six weeks from date of conference completion for processing refunds.

A \$50 administrative fee will be charged for any returned checks due to insufficient funds.

#### Modifications/Substitutions

You may modify your registration or a colleague may attend in your place as a substitute until September 23, 2019. To modify your registration, please contact Justin Gero at [jgero@nccc.us](mailto:jgero@nccc.us) or 215-731-7142. You will not receive a refund for a modification that is made after September 23, 2019.

#### Continuing Education

National Nurse-Led Care Consortium is collaborating with the University of Pittsburgh School of Nursing to present this conference. The University of Pittsburgh School of Nursing is accredited as a provider of continuing nursing education by the American Nurses Credentialing Center's Commission on Accreditation (P0229) until July 31, 2021.

#### Disability

If you need special accommodations due to a disability, please contact Justin Gero in advance at [jgero@nccc.us](mailto:jgero@nccc.us) or 215-731-7142.

We will attempt to meet needs presented at the last minute, but two weeks notice will be appreciated.

#### Promotional Materials

The National Nurse-Led Care Consortium reserves the right to photograph, videotape, or record conference participants and to publish their likenesses in National Nurse-Led Care Consortium publications, video, or other academic, educational, or promotional materials.

#### Conference Speakers

Although this would be a rare occurrence, we reserve the right to substitute conference speakers. The views expressed by conference faculty are not necessarily those of the National Nurse-Led Care Consortium.

## **Certificate of Attendance**

There is an administrative processing fee of \$25 for replacement of a contact hour certificate. Certificates will be sent by email after the conference date. Attendees must complete the conference evaluation in order to receive their certificate.

## **Register Early**

We encourage early registration so that we provide you with additional information. You will receive a confirmation email within two weeks of our receipt of your registration fee. If you do not receive confirmation, or if you have any questions, please contact Justin Gero at [jgero@nncc.us](mailto:jgero@nncc.us) or 215-731-7142. Maximum and minimum registration levels have been established for the conference. In the highly unlikely event that a minimum registration is not reached one week prior to the conference, it may be subject to cancellation.

## **Member Discounts**

Current members of the National Nurse-Led Care Consortium will receive a discount off of the full registration price. This promotion applies to Nurses (standard individual members), Clinical Practice, and Corporate. Clinical Practice and Corporate member organizations may register up to five people at the discounted price. Student registration is already discounted for all registrants and is therefore not eligible for an membership discount. The member discount is for registration for the main conference sessions. This discount does not apply to pre-conference workshops.

Clinical Practice and Corporate memberships cannot be purchased through event registration - these membership types must be purchased through [NurseLedCare.org](http://NurseLedCare.org).

All member registrations will be reviewed by an event administrator before approval.

If you have questions about membership or discounts, please contact Justin Gero at [jgero@nncc.us](mailto:jgero@nncc.us) or 215-731-7142.

## **Early Bird and Discount Codes Discounts**

Early Bird pricing is available until July 31, 2019.

You may also use discount codes at checkout. No more than one discount may be applied.