STERILE PROCESSING
Within the walls of Sterile Processing (SP), care and perspiration bridge the gap between skill and precision, between hope and assuredness. The SP professionals hard at work every day strive and challenge themselves to make informed decisions each moment that impact the people whose lives are in their hands. These professionals deserve the best education and that is what fuels us to bring you access to industry experts, innovation of products and services and the opportunity to interact with professionals who, like you, make a difference where it matters most - in the homes of people in their communities.

CHICAGO, IL
In many ways, Chicago has everything you could want from a great international city—beautiful buildings, amazing food and entertainment, and a history of contributing to art, culture, and technology on a global scale. Add to that list its idyllic lakeside location and diverse population of friendly people, and what else do you need? Well, we can think of one thing - the IAHCSMM Annual Conference & Expo! We invite you to the hometown of IAHCSMM headquarters to fuel your passion and commitment to the Sterile Processing industry and bring home knowledge and insights to help your department succeed.

YOU CAN’T MISS IT
The 2020 IAHCSMM Annual Conference & Expo theme is Bringing it Home. Whatever your goals are for attending this conference, we are ready to help you meet them by offering educational topics taught by both leading industry experts and up-and-coming thought leaders as well as an opportunity to engage with new technology, products and services. Meet fellow Sterile Processing professionals, engage in problem-solving and best practice discussions and stimulate new ideas and creative ways to better meet the needs of your customers and patients when you return home.

learn NEW TECHNIQUES
Educational Opportunities!
No matter how experienced you are in the Sterile Processing field, everyone can learn. Without exposure to a variety of points of view, we can miss new ideas and trends that can impact future results for our patients. The conference offers over 21 credit hours of education to improve your technical skills and better manage your department.

Networking with Peers!
The conference provides a great opportunity to network - and collaboration is a great way to approach networking. We can all work together to uncover ideas and spark inspiration. Interact with your peers to hear best practices and tips from other Sterile Processing professionals with similar challenges in the field.

Encounter New Vendors and Suppliers!
Discovering new products and services for your healthcare facility is necessary for the success of your department and the care of your patients. Conference attendees have unprecedented access to get up close and personal with over 150 vendors showcasing their latest and greatest, as well as additional CE opportunities, directly on the show floor.

Position Yourself as an Expert!
When you are active and engaged in the conference, you bring a sense of enthusiasm and in-depth knowledge to your teams back home. Through networking, classroom education, and hands-on labs or workshops, attendees can return to their departments with confidence in themselves and their knowledge base.

Have Fun!
Being in Sterile Processing should be rewarding and fun. Never underestimate the power of a little fun mixed in with some interesting people who share a very significant common interest -- helping people! Engage during planned social events, tour the host city of Chicago and make friends that may last a lifetime.
LEARN FROM THE BEST TO BE THE BEST
Professional development goes hand in hand with professional success and we've assembled a lineup of world-renowned speakers who will reignite your passion for patient safety, challenge the way you view instrument processing and provide you with many ways to enhance your professional aptitude in your role at your healthcare facility.

Classroom Education
General educational sessions cover broad industry topics, and concurrent educational sessions allow you the flexibility to choose topics of interest that relate specifically to your professional development goals. If you’re attending the conference with colleagues from your facility, we encourage you to split up and attend as many educational sessions as possible to maximize the benefits and learning potential for your department. Don’t worry, there will be plenty of opportunities to network and compare notes!

Hands-On Training
There is nothing quite like hands-on learning -- and our pre-conference labs and workshops provide the perfect opportunity to do just that. A range of concurrent hands-on labs and workshops are offered at no charge with conference registration fee. Additional fees apply for other pre-conference workshops that focus on building management skills, continuing learning for educators, or learning personal and professional strengths. Space availability for the paid pre-conference workshops is limited, so register early.

Expo Learning
Who says continuing education (CE) credits should be limited to just those who attend traditional educational sessions at the conference? Vendor experts often serve as valuable teachers as well, which is why IAHCSMM offers Expo Education from participating vendors, directly on the Expo floor!

Peer-to-Peer Poster Presentation Sharing
Educational posters are prominently displayed during the Conference, and have quickly become a popular educational offering. Not only do they offer a unique way to share knowledge and experience with other SP professionals, they open the door for participants to highlight a wide range of SP-related successes.
NETWORKING

With any conference, you want to be prepared to get the most out of your time and money. Often conference attendees will review the schedule to plan out what lectures and course offerings they want to attend. However, a conference offers networking -- another key method of career enhancement aside from the educational components. Meeting a stranger for the first time can be daunting, but at a conference, networking is easier than you may think. When you attend a conference, you already have something in common—the conference! So that means you instantly have something to chat about with a new person. You can say things like, “How did you enjoy the keynote speaker?” or “Where are you coming in from?” or “Did you attend last year?” or “How are you enjoying the conference so far?” and no one will look at you funny. Instead, you might find yourself in a productive conversation.

And what’s even better news, IAHCSMM will already have methods in place to help you network with other conference attendees, exhibitors, speakers and mentors:

- Make sure to download the mobile app well in advance of your arrival. You’ll be able to view other attendee profiles and send a message to someone who lives in your state, has a similar job title or other commonalities.
- Check out the Connection Commons, located on-site near the main registration desk at the convention center. The Connection Commons will have several gathering areas where you can share ideas, ask for advice or simply mingle with new-found friends.
- Spark conversations with your neighbors during the lunches by using the cards set at the tables with fun questions! And, the evening socials will be the perfect outlet to enjoy some food, listen and maybe even dance to some music while you unwind with your fellow attendees.

Remember, networking can be a vital part of your career enhancement. Networking aids in building your profile, career and reputation, and opens up a wealth of potential opportunities.
DAILY (Beginning Saturday, April 25)

7am - 5pm  Registration/Information Desk Open
            Main Concourse, Third Floor

SATURDAY, APRIL 25

LABS AND WORKSHOPS
The following Labs and Workshops repeat 4 times:
9am - 10am, 10:15am - 11:15am,
1pm - 2pm, 2:15pm - 3:15pm
- AAMI TIR34: Water for Reprocessing Medical Devices
  Room TBD
- All Wrapped Up: The Role of Packaging in the Delivery of Sterile Products to the Patient
  Room TBD
- ATP Testing: Endoscope and Environment
  Room TBD
- Best Practices in Duodenoscope Reprocessing: Lessons from a Human Factors Study
  Room TBD
- Borescope Inspection of Lumens
  Room TBD
- Competency: It’s Not Just a Checklist Anymore
  Room TBD
- How to Write a Successful Manual Cleaning Policy
  Room TBD
- Manufacturer’s Instructions for Use: I Have Them, Now What?
  Room TBD

The following Workshop repeats 2 times:
9am - 10am and 10:15am - 11:15am
- Insulation Testing
  Room TBD

The following Workshops are held 1 time each:
1pm - 2pm
- Legislative Workshop 101
  Room TBD
2:15pm - 3:15pm
- Writing / Fellowship Workshop
  Room TBD

The following three sessions require separate registration and fees. Lunch is included with the registration:
8am-1pm  SP MANAGEMENT WORKSHOP:
          “Bringing CS Management Home”
OR 12-5pm
8:30am-1pm
OR 12-4:30pm
12-4:45pm  STRENGTHSFINDER™ WORKSHOP

SUNDAY, APRIL 26

8am - 9am  OPENING REMARKS
            Skyline Ballroom ABC, Third Floor
9am - 10am  OPENING KEYNOTE: Jon Dorenbos
            Skyline Ballroom ABC, Third Floor
10:15am - 11:15am  GENERAL SESSION
            Medical Device IFU Validations:
            What’s Going on Behind the Scenes?
            Skyline Ballroom ABC, Third Floor
11:30am - 12:45pm  WELCOME LUNCH
            Skyline Ballroom DE, Third Floor
1pm - 2pm  GENERAL SESSION
            In Politics, Anything But Yes is No
            Skyline Ballroom ABC, Third Floor
2:15pm - 3:15pm  CONCURRENT SESSIONS
            Protective Clothing: All Gowns are Not Created Equal
            Skyline Ballroom ABC, Third Floor
            Leaders Eat Last: Building a Strong Culture Through ‘Corps Values’
            Room TBD
            Room TBD
            Cleaning: The Human Factor
            Room TBD
3:30pm - 4:30pm  CONCURRENT SESSIONS
            Communicate! It’s Service Excellence
            Skyline Ballroom ABC, Third Floor
            Identification & Prevention of Surface Alterations on Surgical Instruments Caused by Waterborne Minerals
            Room TBD
            UDI Panel Presentation
            Room TBD
            Upping Your Game for Quality Control in SPD and Endoscopy
            Room TBD
7pm  OPENING RECEPTION
            Hyatt Regency Wacker Drive
## MONDAY, APRIL 27

### 7:30am - 8am
- **CONCURRENT SESSIONS**
  10 Must-Have Skills for Frontline Central Sterile Colleagues
  Room TBD
  It's a Risky Business
  Room TBD

### 8:15am - 9:15am
- **GENERAL SESSION**
  A Guide to the Guidelines: Understanding the AORN Guidelines to periOperative Practice
  Skyline Ballroom ABC, Third Floor

### 9:30am - 10:30am
- **CONCURRENT SESSIONS**
  Demystifying Standards: AAMI ST79 - A Journey into Newly Released AAMI Standards and TIRs
  Skyline Ballroom ABC, Third Floor
  Washer Disinfectors: What Goes into a Successful Cycle?
  Room TBD
  Critical Facts: Vaporized H2O2 Low Temp Sterilization
  Room TBD
  Loaned Instruments: Proper Protocols and Challenges
  Room TBD
  Sunday Concurrent Session Video Replays
  Room TBD

### 10:45am - 11:45am
- **CONCURRENT SESSIONS**
  What's New with AAMI ST91? Have You Heard of the Updates?
  Skyline Ballroom ABC, Third Floor
  Crash Course on Process Monitoring and Testing
  Room TBD
  Audit and Assess: How to Optimize Your SPD
  Room TBD
  Endoscope Drying: A Detailed Look at Method Effectiveness and Microbial Levels
  Room TBD
  Sunday Concurrent Session Video Replays
  Room TBD

### 11:45am - 12:45pm
- **ATTENDEE LUNCH**
  Skyline Ballroom DE, Third Floor

### 1pm - 5pm
- **EXPOSITION**
  Hall F1, Third Floor

### 6:30pm - 7:30pm
- **RECEPTION**
  Hyatt Regency Wacker Drive

## TUESDAY, APRIL 28

### 7:30am - 8am
- **CONCURRENT SESSIONS**
  What Do I Do with These Dental Instruments?
  Room TBD
  Making the Decision to Go Off-Site
  Room TBD

### 8am - 12pm
- **EXPOSITION**
  Hall F1, Third Floor

### 12:15pm - 1:15pm
- **ATTENDEE BOXED LUNCHES**
  Skyline Ballroom DE, Third Floor

### 1:30pm - 2:30pm
- **GENERAL SESSION**
  Flexible Endoscope Safety: Evidence-based Advocacy for Quality Management
  Skyline Ballroom ABC, Third Floor

### 2:45pm - 3:45pm
- **CONCURRENT SESSIONS**
  AAMI Roundtable: Chamberside Chat
  Skyline Ballroom ABC, Third Floor
  How to Evaluate Stains After Steam Sterilization
  Room TBD
  The Inside View: Internal Endoscope Anatomy and Its Relationship to Effective Reprocessing
  Room TBD
  Good Germs vs Bad Germs: Our Own Microbiome
  Room TBD
  Monday Concurrent Session Video Replays
  Room TBD

### 4pm - 5pm
- **CONCURRENT SESSIONS**
  Partners in Prevention: Building the Bond with Infection Prevention
  Skyline Ballroom ABC, Third Floor
  Is Work/Life Balance a Real Thing?
  Room TBD
  Biological Indicators: The Key to Uncompromised Patient Safety
  Room TBD
  Understanding the “WHY” Behind What We Do in SPD
  Room TBD
  Monday Concurrent Session Video Replays
  Room TBD

## WEDNESDAY, APRIL 29

### 8:30am - 9:30am
- **GENERAL SESSION**
  The Optimal Sterile Processing Department: Blending Technology with Expertise
  Skyline Ballroom ABC, Third Floor

### 9:45am - 10:45am
- **GENERAL SESSION**
  The Joint Commission Update
  Skyline Ballroom ABC, Third Floor

### 11am - 11:15am
- **CLOSING REMARKS**
  Passing of the Gavel
  Skyline Ballroom ABC, Third Floor

### 11:15am - 12:15pm
- **CLOSING KEYNOTE: Steven Pemberton**
  Skyline Ballroom ABC, Third Floor
**BASE REGISTRATION RATES**

**EARLY BIRD**
- Received thru December 31
- Full Conference Inclusions:
  - Access to complimentary labs/workshops: Saturday
  - Access to all sessions and events: Sunday - Wednesday
- One Day Registration Inclusions:
  - Access to sessions/events for day of purchase only
- $395/members $495/non-members

**STANDARD**
- Received January 1 thru April 15
- Full Conference Inclusions:
  - Access to complimentary labs/workshops: Saturday
  - Access to all sessions and events: Sunday - Wednesday
- One Day Registration Inclusions:
  - Access to sessions/events for day of purchase only
- $495/members $595/non-members

**ONSITE**
- Received after April 15
- Full Conference Inclusions:
  - Access to complimentary labs/workshops: Saturday
  - Access to all sessions and events: Sunday - Wednesday
- One Day Registration Inclusions:
  - Access to sessions/events for day of purchase only
- $695/members/non-members

**EXTRA REGISTRATION FEES**

**PRE CONFERENCE**
- Limited Seating
- Educators Forum, Saturday, April 25
  - $99/members/non-members
- Management Workshop, Saturday, April 25
  - $99/members/non-members
- StrengthsFinder Workshop, Saturday, April 25
  - $99/members/non-members

**GUESTS**
- Register in advance
- Spouses, Significant Others, Family Members
  - Access to events: Sunday - Wednesday
  - Access to sessions: Sunday - Wednesday (no credit)
  - $150 per guest
EMPLOYER VALUE LETTER
IAHCSMM recognizes that, at times, healthcare professionals must justify costs and work absences associated with attending off-site educational meetings. For this reason, IAHCSMM developed a Value Letter to help your healthcare management team understand the value of the IAHCSMM Annual Conference & Expo and recognize the many benefits of attending this rich educational experience and why budgeting expenses and time off will deliver significant value to bring home to the healthcare organization, as a whole. We encourage you to keep this letter on file and modify it, as needed, for future meetings and other Sterile Processing-related educational programs.

Step One
Download the Value Letter document (available in Microsoft Word format), from our website at www.iahcsmm.org/value-letter. Once downloaded, you will be able to customize the letter to address it to the appropriate person and sign it as an official request.

Step Two
Download the Session Outline Form (available in PDF format), at www.iahcsmm.org/session-outline. Once downloaded, you will be able to simply “check-off” which sessions you wish to attend, illustrating the education that will best bring significant value to you and/or your department.

Step Three
Contact your supervisor, manager, director or other qualifying person, and request a short meeting. Verbalize your wish to attend the conference, how attendance can boost education not only for you but for the entire department as well, and deliver all of the documents you’ve downloaded/completed from the previous steps. When your meeting is over, be sure to thank the person for their time and consideration. Open and polite conversations can go a long way when asking for financial assistance from your employer!

SCHOLARSHIPS
IAHCSMM recognizes that many of you dedicated, quality-focused SP professionals pay your own way to the IAHCSMM Annual Conference & Expo and reserve vacation time to attend this and other educational programs. As such, we are pleased to offer multiple scholarship opportunities available through both the IAHCSMM Foundation and our valued vendor partners. Be sure to visit our website regularly for details as scholarships become available: www.iahcsmm.org/scholarships.
TRAVEL INFORMATION

O’HARE AIRPORT
O’Hare International Airport, typically referred to as O’Hare Airport, Chicago O’Hare, or simply O’Hare, is an international airport located on the Northwest side of Chicago, Illinois, 14 miles (23 km) northwest of downtown. O’Hare serves as a major hub for United Airlines (headquartered in Chicago) and American Airlines. It is also a focus city for Frontier Airlines and Spirit Airlines.

When booking your flight, travel sites refer to O’Hare as ORD.

“L” Train from Airport to Hotel
Train Cost: $5
Duration from Airport to Downtown: Approximately 45 minutes
Best for: Travelers with light luggage and who have a familiarity with larger cities
The Blue Line ‘L’ train will take you from O’Hare to downtown. You can get to the Blue Line from Terminals 1, 2 and 3 easily by following the signs posted at the airport that say “CTA Trains” or “Trains to the City.” Exit the Blue Line at “Clark & Lake”, and walk East approximately 5 blocks.

Ridesharing Apps (Uber, Lyft, etc.)
Uber/Lyft Cost: Approximately $28 (rates vary based on weather conditions and time of day)
UberX Time: Approximately 30 minutes
Best for: Trips outside of rush hour, ease of door to door transport
Each terminal has its own pickup spot for ridesharing apps (reference your app to identify which terminal you are in), and all pickups occur on the Departure Level.

Taxi Service
Cost: Approximately $40 plus tip
Duration: Approximately 40 minutes
Best for: Trips outside of rush hour, ease of door to door transport
All taxi pickups occur on the lower Arrivals Level, outside baggage claim.

MIDWAY AIRPORT
Midway International Airport, typically referred to as Midway Airport, Chicago Midway, or simply Midway, is an international airport located on the Northwest side of Chicago, Illinois, 8 miles (13 km) southwest of downtown. Midway serves as the exclusive hub for Southwest Airlines.

When booking your flight, travel sites refer to Midway as MDW.

“L” Train from Airport to Hotel
Train Cost: $5
Duration from Airport to Downtown: Approximately 45 minutes
Best for: Travelers with light luggage and who have a familiarity with larger cities
The Orange Line ‘L’ train will take you from Midway to downtown. You can access the Orange Line via pedway, between the baggage claim and ticketing levels.
Exit the Orange Line at “State & Lake”, and walk East approximately 3 blocks.

Ridesharing Apps (Uber, Lyft, etc.)
Uber/Lyft Cost: Approximately $23 (rates vary based on weather conditions and time of day)
UberX Time: Approximately 30 minutes
Best for: Trips outside of rush hour, ease of door to door transport
All pickups occur on the lower Arrivals level, outside baggage claim, between doors 3 and 4.

Taxi Service
Cost: Approximately $30 plus tip
Duration: Approximately 40 minutes
Best for: Trips outside of rush hour, ease of door to door transport
All taxi pickups occur on the lower Arrivals Level, outside baggage claim, between doors 1 and 2.
ACCOMMODATIONS

OVERVIEW
All educational sessions, lunches and exhibits will take place at the McCormick Place Convention Center. Evening socials and sleeping room accommodations have been secured at two host hotels located in downtown Chicago. Shuttle transportation will be provided to all attendees, complimentary, to/from the hotels listed below.

Please note: IAHCSMM does not have any room blocks at hotels connected to the convention center, due to rates and high occupancy from other groups.

As an additional incentive for conference attendees to book within the official housing blocks at the Hyatt Regency on Wacker Drive or the Swissotel, IAHCSMM will credit back $20 per room night stayed. This will bring your nightly rate down to $179/night, plus applicable taxes.

The rebate credit will show on your hotel folio when you check-out. This rebate is per room night, and not per person in the room. To be eligible for this rebate, you must be a registered conference attendee and have nights booked and occupied within the official IAHCSMM rooming block. When making your reservations, the full rate will show and upon check-out, credits will be applied to reduce the nightly rate. Rebate does not apply to exhibitor room stays.

HYATT REGENCY CHICAGO
Situated near Chicago's famous Magnificent Mile, Hyatt Regency Chicago is surrounded by downtown's premier landmarks and attractions. In an easy walk or short cab ride from the hotel, guests are linked to the city’s best shopping, cuisine, museums and theater.

151 East Wacker Drive, Chicago, IL, USA, 60601
Rates: $199/night plus tax (includes complimentary WiFi)
Rate rebates are given at check-out to registered conference attendees. If the group rate is no longer available, prevailing rates may be offered for some or all of your dates.

SWISSOTEL CHICAGO
Designed by renowned Chicago architect Harry Weese, Swissotel Chicago is an award-winning luxury hotel overlooking the Chicago River and Lake Michigan, and just steps from the Magnificent Mile. The 4-diamond, all-glass hotel offers spectacular views from Navy Pier to Millennium Park.

323 East Upper Wacker Drive, Chicago, IL, USA, 60601
Rates: $199/night plus tax (includes complimentary WiFi)
Rate rebates are given at check-out to registered conference attendees. If the group rate is no longer available, prevailing rates may be offered for some or all of your dates.

NOTICES
If you choose to use a debit card upon check-in, be advised an authorization for the full amount of your stay plus $50/night to cover incidentals, will be deducted from your account. Upon check-out, your total room night balance plus any items charged to your room (food, beverage, entertainment) will be charged to your card, and the remaining authorization amount will be released. Depending on your banking institution, this release may take 5 to 7 business days.
Frank Sinatra said it best - “... And each time I roam, Chicago is calling me home, Chicago is why I just grin like a clown – It’s my kind of town…”

Chicago is a city unlike any other. It has the architectural marvels, world-class museums, dynamic entertainment, and award-winning dining scene you’d expect from one of the world’s greatest cities. But it’s more than just another big city — its welcoming residents, inclusive neighborhoods, and Midwestern soul truly make Chicago the city that feels like home.

POINTS OF INTEREST

- Magnificent Mile
- Navy Pier
- Grant Park
- Buckingham Fountain
- Millennium Park
- The Chicago Bean
- Chicago River & Riverwalk
- Lake Michigan
- Lincoln Park Zoo
- Chinatown
- Willis Tower
- Skydeck
- John Hancock Center
- Holy Name Cathedral
- Soldier Field (Bears)
- Wrigley Field (Cubs)
- U.S. Cellular Field (White Sox)
- United Center (Bulls)
- Second City Chicago
- Chicago Theatre
- Adler Planetarium
- Museum of Science & Industry
- Field Museum of Natural History
- Shedd Aquarium
- Museum of Contemporary Art
- Art Institute of Chicago
- Chicago History Museum
- Chicago Children’s Museum
- Architectural Cruise
- Michigan Avenue Bridge
Deep Dish Pizza
If you like your pizza with thick crusts and lots of cheese, you can’t go wrong at Giordano’s, Pizzeria Uno or Lou Malnati’s.

Barbeque
Chicago is a meetpacking hub, and where there's good meat, there's good BBQ. Favorites are Chicago q, Bub City and Wrigley BBQ.

Steak
There are tons of steakhouses in Chicago and they all stay in business. Steakhouses are such an essential part of Chicago’s culture, you can even take steakhouse tours. Head directly to Portillo’s and order one today. The atmosphere is lively and service is fast, and don’t forget their famous chocolate cake shake.

Italian Beef
Visit Italian Village restaurant, one of the oldest restaurants in Chicago, and rumored to have created Chicken Alfredo.

Italian Food

Chicago Hot Dog
It’s simple. Vienna beef hot dog, poppyseed bun, mustard, fluorescent green relish, onion, tomato slices, pickle and celery salt. Ketchup is strictly forbidden.

DID YOU KNOW THIS ABOUT CHICAGO?
1. From Willis Tower, you can look out at four states
2. Spray paint was invented in Chicago
3. Home of the Twinkie
4. The only river in the world that flows backwards
5. The first US blood bank
6. First open-heart surgery
7. Nicknamed the Windy City
8. The Great Chicago Fire destroyed 1/3 of the city
9. McCormick Place is the largest convention center in the Western Hemisphere
10. Chicago has been home for IAHCSMM since 1958

GUESS WHO’S FROM CHICAGO
Betty White, Harrison Ford, Melissa McCarthy, Bill Murray, Jennifer Hudson, Chance the Rapper, Cindy Crawford, Robin Williams, Kathy Griffin, Mr. T, Hugh Hefner, Shonda Rhimes, Quincy Jones, Laurie Metcalf, Walt Disney, Pat Sajak, and Betty Ford.
Policies & Procedures

Registration Fee Inclusions
Each full registration fee includes access to all learning activities Sunday, April 26 through Wednesday, April 29, 2020, admission to the IAHCSMM 2020 Expo, lunches and evening social events. (Pre-Conference activities taking place Saturday, April 25 are limited to a first-come-first-served basis, and may require an additional fee.) Single day registrations include access to all learning activities and social events for the date of purchase.

Confirmation
For all registrations received, a confirmation will be emailed to the address supplied on the registration form. If you do not receive an email confirmation within 10 business days after registering, please contact conference@iahcsmm.org. Please Note: Information will not be mailed to you.

Badges
All badges for registrants will include First and Last Name, Place of Employment, City, State and Country (if outside the US). In addition, any currently-held IAHCSMM certifications, additional certifications and designated degrees will be listed, as provided by the attendee. Each badge will include a barcode with employment contact information, and this information can be given to exhibitors of your choice by scanning the barcode during the expo. Badges must be worn at all times for admittance to any educational session, social event or the expo. All badges are picked up on-site.

Directory of Attendees
IAHCSMM must receive your registration no later than April 18, 2020 to be listed in the official Attendee Directory, which will be available online during the conference.

Payment
Payment in full is required in order to process registrations. We welcome payments in the form of check, money order, American Express, VISA, Discover and MasterCard. IAHCSMM regrets that purchase orders are not accepted as form of payment.

Substitution Policy
Substitution of registration is permitted prior to the conference, and transfers of registration must be received in writing no later than April 18, 2020. The individual submitting the substitution request is responsible for any balance due associated with the substitution as well as updating any contact information for the Directory of Attendees.

Cancellation / Refund Policy
All registration cancellations and refund requests must be made in writing and received no later than April 18, 2020. A refund of the conference fee, minus a $50 cancellation fee, will be given for cancellations received by that date. No refunds will be granted for requests received after that date. Submit all cancellations to conference@iahcsmm.org. Refunds will not be given for no-shows.

Conference Update Notifications
Please be aware that by registering, you accept to receive periodic emails and mailings from exhibiting vendors and sponsors, directly related to exhibits and social events for the 2020 IAHCSMM Annual Conference & Expo.

Consent of Use
Registration and attendance at, or participation in, IAHCSMM conferences and other activities constitutes an agreement by the registrant to IAHCSMM’s use and distribution (both now and in the future) of the registrant or attendee’s image or voice in photographs, video and audio tapes of such events and activities.

1,600+ Expected Attendees
ATTENDEE REGISTRATION FORM

1. ATTENDEE INFORMATION
   Please be sure to complete all fields in Section 1.

   First Name: [Blank]
   First Name (to appear on badge): [Blank]
   Last Name: [Blank]
   IAHCSMM ID (if applicable): [Blank]

   Place of Work: Facility Name: [Blank]
   Street Address: [Blank]
   City, State/Province: [Blank]
   Zip/Postal: [Blank]
   Country: [Blank]

   Job Title: [Blank]
   Certifications/Degrees Held: [Blank]
   Work Phone: [Blank]
   Work Email: [Blank]

   Home Street Address: [Blank]
   City, State/Province: [Blank]
   Zip/Postal: [Blank]
   Country: [Blank]

   Emergency Contact: Name: [Blank]
   Emergency Contact: Phone: [Blank]

   • Pursuant to the ADA, do you require specific aids or services?
     ☐ Yes ☐ No ☐ If Yes, Please Explain: [Blank]
   • Do you have any Dietary Restrictions?
     ☐ Gluten Free ☐ Vegetarian ☐ Dairy Free
   • Would you like to participate in Focus Groups with Exhibiting Vendors?
     ☐ Yes ☐ No
   • Would you like to appear on the attendee roster?
     ☐ Yes ☐ No
   • Is this your First IAHCSMM Annual Conference & Expo?
     ☐ Yes ☐ No
   • Have you attended an IAHCSMM Annual Conference in the past 5 years?
     ☐ Yes ☐ No
   • What size t-shirt would you like? Healthmark has graciously sponsored a t-shirt through the IAHCSMM Foundation. We will do our best to accommodate your size selection, while supplies last.
     ◆ XS ◆ S ◆ M ◆ L ◆ XL ◆ XXL ◆ XXXL
   • Are you on Active Military Duty?
     ☐ Yes ☐ No ☐ Prefer not to say
   • What is your Gender?
     ☐ Female ☐ Male ☐ Prefer not to say
   • What is your Age Group?
     ☐ 21-30 ☐ 31-40 ☐ 41-50 ☐ 51-60 ☐ 61+ ☐ Prefer not to say
   • What is the Highest Degree or Level of Education you have completed?
     ☐ Some High School ☐ High School/Equivalent ☐ Trade School
     ☐ Some College ☐ Bachelor's Degree ☐ Master's Degree
     ☐ Doctorate or Ph.D. ☐ Prefer not to say
   • What is your Professional specialty?
     ☐ Technician ☐ Team Lead ☐ Supervisor ☐ Manager ☐ Director
     ☐ Nurse ☐ Educator ☐ Vendor ☐ Prefer not to say
   • What is your current Employment Status?
     ☐ Full-Time ☐ Part-Time ☐ Seeking Opportunities ☐ Student
     ☐ Retired ☐ Prefer not to say
   • Are you Certified by, or a Member of any of the following organizations?
     ☐ IAHCSMM ☐ CBSPD ☐ AAMI ☐ AORN ☐ APIC ☐ AST
     ☐ SGNA ☐ Prefer not to say
   • How did you hear about us?
     ☐ Word of Mouth ☐ Website ☐ Email ☐ Print Ad ☐ Social Media
     ☐ Previously Attended ☐ Prefer not to say

2. DEMOGRAPHIC INFORMATION
   Demographic Information in Section 2 is voluntary, and may be completed in part or in whole.

3. FEES

   Conference Rates
   - Full Conference (received thru Dec 31): $395 Member, $495 Non Member
   - Full Conference (received Jan 1 thru April 19): $495 Member, $595 Non Member
   - Full Conference (received after April 19): $695 Member, $695 Non Member
   - Single Day (received thru Dec 31), CIRCLE DAY(S): Sun Mon Tues Wed $200, $225
   - Single Day (received Jan 1 thru April 19), CIRCLE DAY(S): Sun Mon Tues Wed $225, $250
   - Single Day (received after April 19), CIRCLE DAY(S): Sun Mon Tues Wed $275, $275

   Additional Fees
   - Bringing CS Management Home (Sat, AM): 8am-1pm $99
   - Bringing CS Management Home (Sat, PM): 8am-1pm $99
   - StrengthsFinder (Sat, AM): 12pm-5pm $99
   - StrengthsFinder (Sat, PM): 12pm-5pm $99
   - Educators Forum (Sat, PM): 12pm-5pm $99
   - Guest Pass: $150
   - Donation to IAHCSMM Foundation: Any $

4. PAYMENT

   ☐ I have enclosed my check or money order, payable to IAHCSMM.

 Please mail this form, and check, to IAHCSMM, 55 West Wacker Drive, Suite 501, Chicago, IL 60601.

This form is to be used for check/money order purchases only. If paying by credit card, please visit: https://www.iahcsmm.org/BringingItHome to register online.
Bringing It Home

IAHCSMM
2020 ANNUAL CONFERENCE & EXPO
CHICAGO, IL • APRIL 25 – 29

CONTACT INFORMATION

IAHCSMM
55 West Wacker Drive, Suite 501
Chicago, IL 60601 USA
800.962.8274 x 120
conference@iahcsmm.org