



UCAOA Convention Policies

Discounts

Member rates are a benefit of UCAOA membership. To qualify, you must be a member at the time of registration. Not sure? **Email bbarnett@ucaoa.org to verify.** If you are a member and see non-member rates at checkout, please call our office at 877-698-2262 before completing your purchase.

Student Registration

To qualify for a student discount (33% off Main Convention only), you must be a full-time student or resident. Proof of enrollment is required before registration can be processed. Email proof of status to niwinski@ucaoa.org.

Guest Pass Registration

Spouse/Guests must pay for their own registration to attend the conference and any occurring sessions. If your spouse/guest would like to attend the evening Exhibit Hall Receptions, they can purchase a pass at the time you register or on site. The Exhibit Hall Reception pass includes beverage tickets.

Please note, to uphold the professional and educational standards of the meeting, children less than 18 years of age are not permitted in the Exhibit Hall or educational sessions.

Group Registrations

Register four or more individuals for the Main Convention at the same time from the same organization and receive a fifth registration free. *A printed registration form must be completed for each individual and all registration forms must be submitted together.* Questions? Contact UCAOA at niwinski@ucaoa.org or 877-698-2262.

Invoice Requests & Check Payments

If you need an invoice, contact UCAOA staff at convention@ucaoa.org or 877-698-2262.

Check payments sent in with a Registration Form can be mailed to:
Urgent Care Association of America

28600 Bella Vista Pkwy
Suite 2010
Warrenville, IL 60555

If mailing a registration form, please note the tuition rate is determined by the postmarked date. Payment must accompany register form. NO checks will be accepted after April 9, 2018.

Cancellation and Substitution Policy

Cancellation requests for registration must be received in writing at convention@ucaoa.org or faxed to 331-457-4539. Upon cancellation, you will need to fill out our online [event cancellation form](#).

Membership fees are non-refundable.

Cancellations received by March 15, 2018, will receive a full refund, less a \$100 processing fee.

Cancellation received March 16 through April 17, 2018, will be refunded 50 percent of original price.

NO Refunds will be issued after April 18, 2018. There are no exceptions to the cancellation policy.

Please allow four to six week for refunds to be processed via original payment method.

Cancelling your registration does not automatically cancel your hotel reservation(s); you must handle this separately.

Registrants unable to attend may send a substitute. If the substitute is not a member, the non-member rate will be charged. Substitutions must be made in writing to convention@ucaoa.org. Registration fees are non-transferable to other UCAOA educational events and/or products.

CME Designation

UCAOA recognizes the importance of continuing education (and especially urgent care-specific courses) for our physicians. To provide CME to physicians, UCAOA must maintain our accreditation through the Accreditation Council for Continuing Medical Education. This process requires significant fees and staff hours to ensure that stringent guidelines are followed by UCAOA as well as all vendors and sponsors involved in our meetings in order to maintain our good accreditation standing.

Most other physician medical association conventions are funded or supported by corporations and/or pharmaceutical companies. UCAOA is working to align itself with corporate partners to offset attendee costs and corporate support has been growing but is not at a level yet to wholly underwrite the meeting's expenses.



Designation Statement

The Urgent Care Association of America designates this live activity for a maximum of 22 AMA PRA Category 1 Credit(s)TM. Physicians should claim only the credit commensurate with the extent of their participation in the activity.

Need assistance? Call 877-698-2262 or email convention@ucaoa.org.

Accreditation Statement

This activity has been planned and implemented in accordance with the Essential Areas and policies of the Accreditation Council for Continuing Medical Education through the joint providership of the Urgent Care Association of America and the Urgent Care College of Physicians. The Urgent Care Association of America is accredited by the ACCME to provide continuing medical education for physicians.

Attendee Information

As a registered participant, I agree not to copy or permit to be copied, in any form or format, without the express written permission of UCAOA, any of the contents of the UCAOA attendee roster. I also agree not to use the roster contents for any commercial, marketing,

promotional, or political purposes. No solicitation is permitted by anyone except by exhibitors within the confinement of their booths.

Recording Policy

As a registered participant, I understand that I am prohibited from recording (audio and/or visual) any educational session content unless I have obtained written permission in advance from UCAOA.

Photographic & Video Images Consent

Registration and attendance at, or participation in UCAOA events and other associated activities constitutes an agreement by the registrant (faculty, attendee, exhibitor, etc.) to permit UCAOA to the use and distribution (both now and in the future) of the registrant's image and/or voice in photographs, videos, electronic reproductions, and audiotapes of such events and activities.

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