



2012 ACHCA ANNUAL CONVOCATION & EXPOSITION

May 4 - 8, 2012

Gaylord Opryland Resort & Convention Center | Nashville, TN

REGISTRATION INFORMATION

3 Easy Ways to Register

ONLINE at www.achca.org

FAX (866) 874-1585

MAIL

ACHCA Convocation Registration
PO BOX 75060
Baltimore, MD 21275-5060

Registration Deadlines

March 30, 2012

Early Bird Registration Deadline

April 20, 2012

Advance Registration Deadline

After April 20 2012, register online or on-site.

April 12, 2012

Hotel Reservation Deadline

Registration Package Benefits

Full Meeting Package Includes: CE, Continental Breakfast each morning, Chair's Welcome Reception, Exhibit Hall Pass, Exhibit Hall Luncheons, and Awards Banquet/50th Anniversary Gala Ticket.

Additional Registrant Full Meeting Package Includes: CE, Continental Breakfast each morning, Chair's Welcome Reception, Exhibit Hall Pass, Exhibit Hall Luncheons, and Awards Banquet/50th Anniversary Gala Ticket. *Registrant must be at the same facility as the primary registrant.*

Weekend Package Includes: CE, Continental Breakfast each morning, Exhibit Hall Pass (*Sunday Only*), and Exhibit Hall Luncheon (*Sunday Only*)

Student Registration Includes: Continental Breakfast each morning, Chair's Welcome Reception, Exhibit Hall Pass, Exhibit Hall Luncheons, and Awards Banquet/50th Anniversary Gala Ticket. *No CE; Proof of enrollment must be attached unless included in a group of registrations submitted by an academic institution.*

Guest Package Includes: Continental Breakfast each morning, Chair's Welcome Reception, Exhibit Hall Pass, Exhibit Hall Luncheons, and Awards Banquet/50th Anniversary Gala Ticket. *No CE; Individual must be a family member or guest not affiliated with or working in long term care. Guest must also be attending with a full meeting registrant.*

Additional Tickets/Events Available for Purchase:

ACHCA Awards Banquet - Sunday, May 6, 2012

Certified/Fellows Member Luncheon - Saturday, May 5, 2012

Albert Slatky Memorial Golf Outing (*Separate Form*) - Saturday, May 5, 2012



Hotel Reservations

Gaylord Opryland Resort & Convention Center

2800 Opryland Drive | Nashville, TN 37214

Reserve online at www.achca.org or call (615) 889-1000

Be sure to request the A-ACHC2 group rate starting at \$189 per night. Please make your reservations by **April 12, 2012** to receive the special rate.

General Information

Registration Payment: Payment for the ACHCA Annual Convocation and Exposition can be made by U.S. check, American Express, MasterCard or Visa. Payment must be submitted with your registration form. ACHCA will not process your registration without full payment. Registrant is responsible for securing hotel reservations. Your registration for Convocation DOES NOT guarantee your hotel accommodations.

Confirmations: Registration confirmations will be emailed to you within 10 business days of receipt. Immediate acknowledgement will be received by registering online at www.achca.org. If you do not receive an acknowledgment within 10 business days, please call (202) 536-5120 option 3.

Refund and Cancellation Policy: Requests for refunds and cancellations must be made in writing. ACHCA will refund your entire registration fee, less \$75 processing fee until March 30, 2012. After 3/30/12, no refunds will be issued except in case of a facility Survey. If a Survey occurs over the period of Convocation, ACHCA will refund your registration fee upon receipt of confirmation of the Survey. Substitutions of registrations are welcome, but must be made in writing. No shows will not receive a refund. ACHCA is not responsible for airfare, hotel and other costs incurred by participants in the event of program or registration cancellation.

Credit Card Payment Processing Disclosure: Please note that should this charge be disputed by you or any agent acting in your behalf, a service fee not to exceed 5% of the original charge amount may be incurred. Charges are processed through our merchant services provider, PayPal. The item may appear on your statement as PAYPAL ACHCA or PURCHASE AMERICANCOL.

Permission of Photo Release: From time to time, ACHCA uses photographs of event participants in its promotional materials. By virtue of your attendance at ACHCA events, ACHCA reserves the right to use your likeness in ACHCA's publications and website, unless you have denied permission by checking the box on the registration form.

If you deny permission to use your likeness, please note that it is your responsibility to avoid being photographed in large-group pictures during events at the conference.

Appropriate Dress: Business-casual attire is suitable for all meetings, sessions and events. Business formal wear is acceptable for the Awards banquet. Please remember to bring a sweater or jacket for air-conditioned rooms.

Questions: Need your member number or have a question regarding your membership? Email membership@achca.org or call (202) 536-5120, option 1. Have a question regarding your conference registration? Call (202) 536-5120, option 3.

Attendee Registration Form

REGISTRANT INFORMATION

Please make a copy of this form for each additional registrant.

Primary Registrant Additional Registrant

Member Number* _____

*To qualify for the member rate, each registrant must be a current ACHCA member. Only designated Business Affiliate company representatives may register at the member rate.

Last Name _____ First Name _____ M.I. _____

ACHCA Credentials _____ Nickname for Badge _____

Facility/Company Name _____ Title _____

Preferred Mailing Address Home Work _____

City/State/Zip Code _____

Home Phone _____ Work Phone _____ Fax _____

Attendee Email Required (Confirmation will be sent via email)

- I am a first-time Annual Convocation Attendee
- I am an administrator of a building offering the following types of care:
(check all that apply) NH AL IL I am not an administrator.
- I do not grant ACHCA the right to use my photo (See information page for details)

Special Accommodations:

- Please check here if you require special accommodations to fully participate.
Describe your needs: _____

Continuing Education Credits

If you are requesting Continuing Education Credit, please fill in license information:

License Number _____ State _____ Type: NHA ALA RN Other: _____

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Yes, I want to become an ACHCA Member.
Join ACHCA Now and take advantage of lower registration rates for ACHCA members. Please complete and attach the membership form available at www.achca.org.

REGISTRATION PACKAGES AND FEES

See registration information page for a full description of what is included in each package.

	Early Bird By 3/30/12	Advance By 4/20/12	Online/On-Site After 4/20/12
FULL MEETING PACKAGES			
Primary Registrant			
ACHCA Member	_____	<input type="checkbox"/> \$769	\$879 (online/on-site)
Non-Member	_____	<input type="checkbox"/> \$939	\$1,049 (online/on-site)
Student*	<input type="checkbox"/> \$229		

*Proof of enrollment must be attached unless included in a group of registrations submitted by an academic institution

Additional Registrant from the Same Facility

Primary registrant must already be submitted.

Name of Primary Registrant _____

Additional Registrant is:

ACHCA Member	_____	<input type="checkbox"/> \$689	\$799 (online/on-site)
Non-Member	_____	<input type="checkbox"/> \$859	\$969 (online/on-site)

WEEKEND PACKAGE

Saturday and Sunday

ACHCA Member	_____	<input type="checkbox"/> \$509	\$569 (online/on-site)
Non-Member	_____	<input type="checkbox"/> \$669	\$739 (online/on-site)

EXHIBIT HALL ONLY Sun. - \$75 Mon. - \$75 Sun. & Mon. - \$150

SPECIAL MEAL REQUESTS

To ensure availability, please request a special meal and pick up your ticket at the ACHCA registration desk a minimum of 24 hours prior to scheduled event. Special meals MUST be ordered by 4/20/11 Kosher Meal Vegetarian Meal

GUEST PACKAGES

See registration information page for a full description of what is included.

	Early Bird By 3/30/12	Advance By 4/20/12	Online/On-Site After 4/20/12
Primary Registrant is:			
ACHCA Member (qty _____)	_____	<input type="checkbox"/> \$419	\$469 (online/on-site)
Non-Member (qty _____)	_____	<input type="checkbox"/> \$579	\$649 (online/on-site)

Guest #1 Name _____

Guest #2 Name _____

ADDITIONAL TICKETS

Awards Banquet \$125.00 x _____ (qty) \$ _____
Sunday, May 6, 2012
One ticket included with each full meeting or full guest package.

Certified/Fellows Member Luncheon \$50.00 x _____ (qty) \$ _____
Saturday, May 5, 2012

I became Certified or a Fellow for the first time between May 8, 2011 – April 20, 2012 and would like one complimentary ticket.

Note: Tickets to the Certified/Fellows Member Luncheon are not included in any registration fees. All are welcome to purchase tickets and attend.

CERTIFICATE PROGRAMS - PRE-REGISTRATION REQUIRED

Certificate programs **require** pre-registration. Please indicate if you plan to attend.

MDS 3.0

SOCIAL ACTIVITIES

Please indicate which activities you plan to attend.

- Chair's Welcome Reception - Friday, May 4, 2012
- Exhibit Hall Luncheon - Sunday, May 6, 2012
- Awards Banquet/50th Anniversary Gala - Sunday, May 6, 2012
- Exhibit Hall Luncheon - Monday, May 7, 2011

Your Registration Total	\$ _____
Guest Registration Total	\$ _____
Additional Tickets Total	\$ _____
Membership Dues	\$ _____
(Please attach completed membership form found at www.achca.org)	
Voucher or Other Adjustments	\$ _____
(Please attach documentation)	
Total Due	\$ _____

PAYMENT INFORMATION

After 4/20/12, register online or onsite. Early bird registration forms must be postmarked by **3/30/12** and advance registration forms must be postmarked by **4/20/12** to receive reduced fees. Payment must accompany registration form.

- Check Enclosed (Payable in U.S. Dollars to ACHCA)
- Please charge my Visa MasterCard American Express

Card Number _____ Expiration _____

Name as it appears on card _____

Signature of Cardholder _____

FAX your completed form and credit card payment to (866) 874-1585
MAIL check payments to: ACHCA Convocation Registration
PO BOX 75060 | Baltimore, MD 21275-5060

Once registered, please secure your **hotel reservations**. Your registration for Convocation DOES NOT guarantee your hotel accommodations. Please visit www.achca.org for hotel reservation information.

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Credit Card Payment Processing Disclosure: Please note that should this charge be disputed by you or any agent acting in your behalf, a service fee not to exceed 5% of the original charge amount may be incurred. Charges are processed through our merchant services provider, PayPal. The item may appear on your statement as PAYPAL ACHCA or PURCHASE AMERICANCOL.