

PAYMENT TERMS & CONDITIONS

Attendance fees can be paid for by credit or debit card, check or wire transfer. If you selected to 'pay by invoice', all required fees must be paid prior to the course date. Each attendee has 30 days from the date of registration on the invoice, or by the course date, whichever ever comes first, to pay the fees. After 30 days the registration will be cancelled and the registrant must re-register for the conference.

Invoices will be sent electronically and collected by the Society for Simulation in Healthcare (SSH).

Accommodations

Accommodation costs are not included in the registration fee. You are encouraged to use the suggested hotel on the registration page, although you are welcome to stay at any hotel of your choice.

Attendee Cancellation policy

Registrations must be cancelled in writing for the refund of any registration fees paid. Cancellations for the course must be received in writing no later than 5:00pm (EST) 7 days before the course.

- On or before the 7th day prior: Full refund
- On or before the 6th day prior: Full refund minus \$100 processing fee.
- Cancellations are not confirmed until confirmed in writing from SSH.
- Refunds will not be processed until after the course concludes.
- Registrations are non-transferable. Each registration must be made in the individual's name that will attend the conference.
- SSH will not cancel hotel reservations. The registrant is responsible for notifying the hotel and cancelling their accommodations.
- Registrants who fail to attend the course are ineligible for a refund of any registration fees if they do not notify SSH in writing to skagarise@ssih.org by 5:00pm (EST) on the 7th day prior to the course.

Changes to the Agenda

SSH reserves the right, in its sole discretion, to make changes to the Readiness Review program. Every effort will be made to keep presentations and speakers as represented. However, unforeseen circumstances may result in the substitution of presentation topic(s) speaker(s), or event(s).

In the event that the course has to be cancelled or changed, SSH is not liable to Registrants for any damages, losses, costs, or other liability, including but not limited to transportation, visa application, or accommodation costs. SSH is not liable to attendees for any costs, fees, expenses, damages, or other liability relating to changes to the course, including but not limited to date, content, speakers or venue.

Participation and Behavior

Attendees are expected to behave professionally. Excessive use of obscene language, abusive behavior, or threatening behavior directed to any other course attendee is not conducive to a business environment and individuals exhibiting such behavior may be ejected from the course. There will be no refund of any portion of registration or other fees paid.

Personal Property

SSH is not liable to any Attendee for loss or damage to personal property.

Refusal of Registration and/or admission

SSH reserves the right and sole discretion to refuse admission to, or eject from the course, any person. You agree to comply with all reasonable instructions issued by SSH, the venue owners at the course, or their delegates.

Recording

All unauthorized photography and the recording or transmitting of audio or visual material, data or information is expressly prohibited. Only course attendees are to have access to course materials.

Release

SSH may film, photograph or audio record portions of the course. These recordings may be archived and used for educational and commercial purposes. By attending, Registrant consents to SSH's global and perpetual use of his or her name, photograph, recorded voice and statements ("Information") in whole or in part, in all media and/or distribution formats, now known and hereafter developed for any lawful purpose, including but not limited to marketing, advertising, publicity, educational, sales, trade, and promotional purposes, with no right of approval and no right to compensation. Registrant releases and discharges SSH from and against any and all claims, damages, costs and/or other liability arising from or relating to use of the Information. SSH shall be the exclusive owner of any and all rights, title and interest, including, without limitation, copyright, electronic and distribution rights, in and to any materials containing the Information created by or on behalf of SSH, in any form.

Substitution policy

Registrations for Ready Review Courses are non-transferable.

Transport SSH does not provide any shuttle service between the airport and course or suggested hotel. All attendees are responsible for their own transportation

Visas

SSH is not responsible for unissued visas. Anyone unable to get a visa is eligible for a refund of registration fees in accordance with our standard Cancellation policy.

The Society for Simulation in Healthcare reserves the right in its sole discretion to amend these Registration Terms & Conditions. If changes are made, SSH will notify conference registrants through the conference website and registration system.