

NPACE 2023 Conference Terms & Policies

NPACE provides ANCC approved continuing nursing education activities using evidence-based criteria independent from commercial influence, to improve the professional practice of nursing and to positively impact patient, system, and/or population outcomes. NPACE is accredited as a provider of continuing nursing education by the American Nurses Credentialing Center's Commission on Accreditation.

Objectives to Educational Activities

- Nurse Practitioners will self-report an increase in skills as well as professional knowledge and development
- NPs will self-report change in their clinical practice performance based on new evidence-based information learned
- NPs will self-report an increase in quality outcome measures

In-Person Conference Health & Safety Policy

The health and safety of the entire NPACE community is a priority for in-person events. NPACE continues to monitor all public health issues that might affect in person events. The following are encouraged at events:

- Facial coverings encouraged indoors by conference attendees, exhibitors, sponsors, and speakers.
- Social distancing of a minimum of 3 feet apart.
- Other: As required by local, state, or federal statute.
- All attendees, exhibitors, sponsors, and speakers must stay home if they are sick and/or have had close contact to someone with COVID-19 within the last 24 hours. The CDC defines close contact as being within 6 feet of an infected person for a total of 15 minutes or more over a 24-hour period within 2 days before the person started having symptoms and/or tested positive for COVID-19. These decisions may be altered depending on the evolving status of the COVID-19 pandemic.

Registration Cancellation Policies

FEES: All registrations must be paid in full by credit card (Visa, MasterCard, American Express, or Discover) at the time of registration. If using a Letter of Credit or complimentary registration, please contact the NPACE accounting office at 508-907-6424 for registration information.

CANCELLATION BY REGISTRANT: Written notice of cancellation must be received by email. Refunds are processed to the *original form of payment*. If the notice is received more than 2 weeks prior to an event start date, a refund of all funds, except a \$50 non-refundable administrative fee, will be issued. No refunds will be issued for cancellations received within 2 weeks of the conference start date*.

***CANCELLATION DUE TO COVID-19 EXPOSURE:** The health and safety of all conference participants is of the utmost importance to us. In the event that a registrant has had direct contact with someone who has recently tested positive for COVID-19, is experiencing symptoms associated with COVID-19, and/or has tested positive for COVID-19 within 14 days of the conference start date, please contact NPACE at 508-907-6424 or npace@npace.org to cancel your registration. We will provide options to transfer your

Nurse Practitioner Associates
for Continuing Education

registration to another NPACE conference, or to maintain access to the registered conference on-demand package.

CANCELLATION OF EVENT: In the event NPACE cancels/postpones a conference due to circumstances beyond its control, NPACE's liability shall be limited to refund of paid registration fees.

Requirements for Successful Completion: To obtain CE credit for this activity, participants must sign in, be present at the CE activity and complete all components of the CE certification process as instructed, including any pre-or post-tests or evaluations. Attendees are expected to attend 100% of each learning activity whether live or virtual. Copies of all certificates of completion will be maintained in the attendee's online account at learn.npace.org. NPACE will not send a separate certificate. NPACE routinely conducts audits of registrations and certificates of completion to ensure compliance. NPACE cannot provide CE credit for any activity when the above requirements for successful completion are not met.

Non-CE Product Theaters: Product Theaters are provided by a commercial interest and therefore contact hours will not be awarded. NPACE offers product theater meal programs through our industry partners as part of the conference agenda whenever possible. Available meal programs are listed as sessions on the program agenda. Meals offered during these sessions are for attendees only. NPACE orders food based on expected attendance and badge scanning with the sponsor is required just prior to the start of the program.

Sponsored CE Programs: NPACE offers Sponsored CE Programs through health care education partners as part of the conference agenda when possible. These programs will be disclosed to participants in compliance with ANCC guidelines.

Commercial Support & Sponsorship: Learners are informed if any entities have provided commercial support or sponsorship for this educational activity on the Disclosure of Commercial Support and Sponsorship document included in conference documents. This document includes information on how NPACE maintains integrity and prevents bias in the presence of commercial support and sponsorship.

Statement of Liability from NPACE: NPACE reviews presentation content to ensure it is based on the most current evidence, which may include but is not limited to evidence-based practice, literature/peer-reviewed journals, clinical guidelines, best practices, and content expert opinion but does not independently research and verify information provided by Presenters. However, healthcare evidence rapidly evolves. Participants are advised to carefully consult the instruction and information guidelines for clinical practice and to stay abreast of clinical updates. NPACE disclaims any liability, loss, injury or damage incurred as a consequence, directly or indirectly, of the use and application of any information given in a presentation.

Consent Use of Photographic Images: Registration and participation at NPACE conferences constitutes consent for NPACE to use and distribute (both now and in the future) the registrant's image in photographs and video recordings for any lawful purpose.

Non-Endorsement of Products: NPACE's status as an accredited provider of continuing nursing education does not imply endorsement by NPACE or the American Nurses Credentialing Center (ANCC) of any commercial products discussed or displayed in conjunction with this program, including within the Exhibit Hall.

Presence or Absence of Conflicts of Interest: All planners, presenters, faculty, and content reviewers of this activity must disclose any relationships with commercial interests, or lack thereof, in relation to the educational activity. See the Disclosures of Relationships with Commercial Interests document.

Conference Name Badge: All attendees must wear their conference name badge for entrance into NPACE programs, including workshops, meeting spaces, product theaters and Exhibit Halls to help maintain security of the meeting space.

Seating Policy: Due to safety issues, NPACE will not allow aisles in the meeting space to be obstructed in any way. All attendees must be seated in chairs, at tables while programs are in progress. No obstructions such as electric cords or bags shall obstruct walkways. Please plan to arrive a little early so that you can be seated, otherwise members of the NPACE staff will assist you in finding a seat while the program is in progress.

Guests: Only registered attendees are allowed entry to NPACE meeting rooms and Exhibit Hall. Guests are not permitted. This includes spouses or other family members of the attendee, including infants or children. Any attendee requiring a helper or assistant during the conference should contact NPACE in advance of the conference to obtain an exception to this policy. Non-registered attendees are not permitted, even if the non-registered attendee does not want contact hours or handouts as part of participation.

Food and Beverage Provided by NPACE: NPACE may provide amenities such as food and beverage when possible. These refreshments are available for registered attendees only; food and beverage provided by NPACE are not available for guests of the attendee.

Special Food Allergies: Please alert NPACE on your conference registration if you have food allergies. NPACE cannot accommodate religious or other meal needs and will attempt to provide meal options to attendees based on availability. (You must contact the hotel directly to make accommodations related to your individual hotel stay.) NPACE will make every effort to work with participants and the conference venue to accommodate any disclosed food allergies. However, there is always a risk of contamination and participants concerned with food allergies need to be aware of this risk. NPACE is not directly involved in the preparation or service of any of the food at the conference and as such cannot control matters associated with food allergies. NPACE is not responsible for adverse reactions to foods consumed while at any NPACE event.

Storage of Luggage and Personal Belongings: NPACE does not provide luggage storage for attendees who are checking out of the conference hotel. Due to safety concerns, luggage may not be stored in the meeting space or other conference areas including the Registration Desk. Attendees needing luggage storage prior to departure should contact the hotel's Front Desk for arrangements. NPACE cannot store other personal belongings at the Registration Desk or in any other conference area.

Meeting Space Disruptions: Cell phone use, loud talking, or other activities that are disruptive to other attendees. NPACE reserves the right to ask any attendee creating a disruption to leave the meeting room.

Wi-Fi and Charging Electronic Devices: NPACE welcomes attendees to bring mobile devices (including tablets and laptop computers). Please note that NPACE makes every effort to provide limited Wi-Fi



Nurse Practitioner Associates
for Continuing Education

accessibility for its participants. NPACE cannot provide access to charging stations or outlets within the meeting room. Charge your device before arriving at the conference.