Australasian College for Emergency Medicine
26th Annual Scientific Meeting

REGISTRATION BROCHURE

15-19 November 2009 • Melbourne Convention and Exhibition Centre • Victoria • Australia

Book early and save!

Early bird registration closes Saturday 15 August 2009
Workshop places are strictly limited and will book out quickly, so register early to ensure you secure your place in one!

Accommodation bookings
To avoid disappointment book by Thursday 8 October 2009

Register online at http://acem09.eventplanners.com.au
INVITATION TO ATTEND FROM THE MEETING CHAIR

On behalf of the Australasian College for Emergency Medicine, it is my pleasure to invite you to Melbourne to attend this year’s Annual Scientific Meeting (ASM), action09.

action09 will set a new benchmark for the College’s flagship meeting. The packed program runs over four days to allow you the option of a day off to enjoy the many delights Melbourne has to offer, or to head home early for a long weekend.

This ‘hands on’ meeting has an ethical and environmentally responsible focus that sets it apart from other conferences. The organising committee has created a world class program that offers you relevant, innovative and practical professional development sessions.

Each day of the scientific program has an action theme featuring outstanding keynote speakers, relevant invited speakers and important clinical updates. The themes are ‘The Future of Medicine’, ‘Risky Business’, ‘Clinical Care’, and ‘Education’. Hundreds of workshop places are available to ensure a ‘hands on’ experience.

action09 is the first ASM to have trainee representation. The meeting program has specific features designed to encourage trainee participation.

The fabulous social program kicks off on Sunday night with a welcome reception in the exhibition area, featuring multicultural culinary delights and entertainment. On Monday night delegates can visit Australia’s largest brewery, sample some of the brewery’s finest and enjoy a great Aussie BBQ. The gala dinner at Flemington Racecourse echoes the traditions of the famous Spring Racing Carnival. You will be transported on a private train to the track and get caught up in race fever, placing phantom bets on the College Cup.

action09 is the first sponsor free ASM meeting. Companies have been encouraged to ‘think outside the box’ and redirect sponsorship money into improving the educational and fun value of their exhibits. We have offered organisations an opportunity to partner with us by hosting happy hour and breakfast sessions which sit outside the main meeting program. You can decide what you get involved in.

While maintaining the important traditions of the College, this year’s ASM will be innovative, green, and ethical. On behalf of the organising committee, I invite you to join us for a unique meeting experience and look forward to seeing you at action09.

Dr Diana Egerton-Warburton
Meeting Chairperson

INVITATION TO ALL TRAINEES

Trainees constitute the single largest group of emergency medicine practitioners in Australia; however, they have been under-represented at the ACEM Annual Scientific Meetings (ASM). action09 is the first ASM committee to have trainee representation, and trainee specific features have been introduced into the program to encourage trainee participation.

Earlier this year a survey was sent out to all ACEM trainees to obtain their input on the theme, content, session styles, and their attitudes to cost and flexibility of the meeting. From this feedback the organising committee implemented the following:

- **Cost** — trainee registration fees have been subsidised by the meeting to keep costs low, and the gala dinner is now an optional event to attend at extra cost.
- **Flexible registration** — trainees can register for the full meeting, for single days, and for the first time a special trainee-only discounted two day registration package will be available.
- **Scientific program** — the education action day will be of particular interest to trainees, as well as daily clinical updates and workshops with a trainee focus to assist you in preparing for the SAQ and VAQ.
- **Social** — Tuesday night has been allocated as “take your trainee out” night to encourage department heads to interact with their trainees on this free social evening.
- **Networking** — trainees will be identified on their name badges, and mentors will be available to introduce trainees to the larger emergency medicine network.

We hope that a vibrant mixture of high profile keynote speakers, presentations, workshops, and the opportunity for mentoring from FACEMs will encourage you all to take a few days off work and attend action09.

David Brewster and Niki Anoja Mahendraraviraj
Organising Committee
Trainee Representatives

ENVIRONMENTALLY RESPONSIBLE CONFERENCING

action09 has a commitment to reduce the impact of this meeting on the environment. This commitment has influenced decisions about the organisation, management, and delivery of this meeting. The meeting venue, Melbourne Convention & Exhibition Centre, is the only 6 Star Green-Star environmentally rated convention centre in the world. Wherever possible, we have used suppliers who are environmentally aware.

Initiatives to reduce the meeting’s carbon footprint include:

- the absence of satchels - delegates are asked to bring their own bag, pen and paper
- as much as possible printed materials will be replaced with electronic communication e.g. the meeting handbook, including all abstracts, will be provided on a USB stick
- exhibitors have been given the option to upgrade to an ‘eco-booth’ featuring recycled materials and energy saving light bulbs.

This registration brochure is printed on recycled stock and we have kept the number of pages to a minimum. Go to http://acem09.eventplanners.com.au to see full details of our green initiatives.

Delegates are encouraged to register online. An additional $25 processing fee applies for manual (faxed, posted and scanned) registrations. For those wishing to book into workshops, we recommend you register for these online as these are booked in “real time”, whereas manual registrations can take up to 48 hours to process and workshops may have filled up in that time.

Travel to conferences can account for an astounding 70% of an event’s carbon footprint! For this reason we encourage delegates who are travelling from overseas or interstate to select the option to offset their flights carbon emissions. Once in Melbourne think about using public transport or even walk to your destinations where possible.

We hope you will all join us in the spirit of the meeting’s objective to minimise the impact on the environment. The complete environmental policy for action09 can be downloaded from the home page of the meeting website.

ORGANISING COMMITTEE

Diana Egerton-Warburton, Monash Medical Centre
Jonathan Knott, Royal Melbourne Hospital
Peter Cameron, The Alfred Hospital
Peter Fritz, Dandenong Hospital
Allan Whitehead, Dandenong Hospital
David Eddey, Barwon Health
Dave Brewster, Southern Health
Niki Anoja Mahendraraviraj, Southern Health

Chairperson
Scientific Program Convenor
Scientific Program Workshops Convenor
Exhibition & Partnership Liaison
Faculty Chairperson
Trainee Representative
Trainee Representative
The 2009 program for the ACEM Annual Scientific Meeting in Melbourne is very exciting. As well as our keynote speakers we have excellent local speakers drawn from the fellowship to provide some new faces and perspectives. To ensure fresh and stimulating debate, opinions have also been sought from outside the College’s membership.

This year’s theme will be ‘action’ and will address four key areas: Clinical Care, Governance, Education, and the Future of Medicine. There will be opportunities for delegates to present their views and discuss them with the program experts. This year’s program also has an increased number of clinical updates to provide clinicians with the latest, evidence-based approach to controversial and difficult subjects.

The workshops at action09 will be as diverse as they are interesting. We are offering over 700 places in 30 workshops with many workshops repeated to allow increased access. There is a limit of one workshop per person per day, but workshops will book out quickly so ensure you register early. We recommend registering online if you intend to book into workshops as these bookings are “real time”, whereas manual registrations can take up to 48 hours to process, in which time the workshop may have filled up.

Most of the workshops will be ‘action’ based allowing participants to update their skills in practical procedures such as dental trauma, advanced airway management, regional anaesthesia techniques, eye and ear emergencies, joint reduction techniques, ultrasound, as well as plastic surgery procedures for the ED. Neonatal emergencies and paediatric procedural sedation will also be covered.

Trainees will have the opportunity to attend workshops on VAQ and SAQ preparation, as well as general sessions on ECG, X-ray and CT interpretation. Less hands-on, but just as stimulating, will be the clinical reasoning, giving feedback in the ED, and medico-legal and ethical pitfalls and how to avoid them. After all this action you can learn to relax in the acupuncture and self care workshops. With so much on offer and workshop numbers strictly limited, please register early.

A detailed program and complete list of workshops can be viewed on the meeting website http://acem09.eventplanners.com.au

KEYNOTE SPEAKERS

Prof Christopher James Baggoley
Australian Commission on Safety and Quality in Health Care, New South Wales

Chris Baggoley was appointed as Chief Executive of the Australian Commission on Safety and Quality in Health Care in December 2007. Professor Baggoley’s other key roles in health have been President of the Australasian College for Emergency Medicine, Chair of the Committee of Presidents of Medical Colleges and Chair of the Board of the National Institute of Clinical Studies.

Prof Anthony FT Brown
Royal Brisbane and Women’s Hospital, Queensland

Anthony Brown is currently Editor-in-Chief of the Emergency Medicine Australasia journal, having been on the editorial board of the journal since 1994. He is author of several best-selling emergency medicine textbooks, and is currently working on a new emergency medicine textbook for India and SE Asia. Professor Brown was the recipient of the inaugural ACEM Teaching Excellence Award in 2001.

Rev Tim Costello AO
World Vision Australia

Tim Costello was appointed CEO of World Vision Australia in 2004. He visited some of the most devastated areas only hours after the Tsunami hit much of Asia on Boxing Day 2004. He was awarded ‘Victorian of the Year 2004’ in recognition of his public and community service and was made an Officer of the Order of Australia in June 2005. In 2006, Tim was named Victorian Australian of the Year. He is the 2008 winner of the Australian Peace Prize awarded by the Peace Organisation of Australia.

Prof George Jelinek
University of Western Australia

George Jelinek was President of ASEM in 1990/91, Vice-President of ACEM in 1996/97 and the first Professor of Emergency Medicine in Australasia in 1996. He was also founding editor of Emergency Medicine Australasia in 1989, and a College examiner from 1989-2004. In 2003, he was awarded the ACEM Medal and in 2008 was a WA finalist for Australian of the Year.

Dr Joseph Lex
Temple University School of Medicine, Philadelphia USA

Joe Lex has been involved in emergency medicine for almost 43 years. He joined the staff at Temple University in 2003. The American Academy of Emergency Medicine honoured him by renaming the Educator of the Year award the “Joe Lex Award.” He has spoken at more than 250 conferences regionally, nationally, and internationally.

Clinical Associate Prof Eillyne Seow
Tan Tock Seng Hospital, Singapore

Eillyne Seow is Head of the Emergency Department and the Divisional Chairman for Ambulatory and Diagnostic Medicine, Tan Tock Seng Hospital, Singapore. She is a member of the Board of Directors in the Asian Society for Emergency Medicine and has been involved in outreach projects in Cambodia, Malaysia, Brunei and Thailand.

Dr Judith E Tintinalli
University of North Carolina at Chapel Hill, USA

Judith Tintinalli is editor in chief of the world’s largest selling emergency medicine textbook, “Tintinalli’s Emergency Medicine” and co-editor of Obstetric and Gynecologic Emergencies. She was elected to the National Academy of Sciences, Institute of Medicine, in 1997. She is immediate past-president (2007-2008) of the Association of Academic Chairs of Emergency Medicine and is editor in chief of Access Emergency Medicine, the McGraw Hill digital library for emergency medicine.

Full biographical details for each speaker can be found on the meeting website http://acem09.eventplanners.com.au
The Annual Scientific Meeting of the Australasian College for Emergency Medicine (ACEM) is the main academic meeting of the year and, with the Winter Symposium, is one of only two College scientific meetings. The College’s Maintenance of Professional Standards Committee has established guidelines for the accumulation of CME points which go towards a five year cycle of continual professional development.

The meeting is accredited by ACEM for MOPS points according to the College guidelines and is recognised for a maximum of 30 points. The meeting website will be updated with information about accreditation and CME points for other Colleges and Associations as it becomes available.

A ‘certificate of attendance’ will be provided on request at the completion of the meeting.

**Prizes**

Three prizes will be awarded at action09:

- **The Best Paper by a Fellow of ACEM**

- **The Best Paper by a Trainee of ACEM**

- **NICS Evidence into Action Prize**

See website http://acem09.eventplanners.com.au for more details on these prizes.

**Accreditation Points**

The exhibition is an integral component of action09. Situated close to the convention centre meeting rooms, the exhibition will be the prime networking arena for delegates and exhibitors outside the meeting sessions.

To acknowledge the importance of the exhibition, the meeting program provides maximum exposure to delegates. The exhibition will be officially opened at 1830 hours for the welcome reception on Sunday 15 November 2009. All morning teas, lunches and afternoon teas will be held in the exhibition hall.

Organisations interested in exhibiting should contact the meeting managers immediately on telephone +61 3 9320 8650 or email acem09@eventplanners.com.au

A complete Partnership & Exhibition Prospectus can be downloaded from the meeting website http://acem09.eventplanners.com.au

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GENERAL INFORMATION

Venue
Melbourne Convention and Exhibition Centre
1 Convention Centre Place
South Wharf Victoria 4218
Australia
T: +61 3 9235 8000
The Melbourne Convention Centre offers state-of-the-art convention facilities with its 6 Star Green-Star rating. The adjacent Hilton Wharf Hotel and lively South Wharf riverside precinct of Waterfront City hold an array of retail stores, restaurants, alfresco cafes and bars, embracing a picturesque public marina.

Registration desk
Registration will be conducted upon arrival at the Melbourne Convention Centre. The registration desk will be open on Sunday 15 November 2009 from 1500–1900 hours, and again each day thereafter from 0700–1700 hours.

For more information see http://acem09.eventplanners.com.au or contact:
action09
c/- Event Planners Australia
P0 Box 415
North Melbourne Victoria 3051
Australia
T: +61 3 9320 8650
F: +61 3 9320 8699
E: acem09@eventplanners.com.au
W: http://acem09.eventplanners.com.au

Event Planners has been designing and delivering spectacularly successful meetings and events for 30 years. This multi award winning company has managed more than 1,000 major international and national conferences, meetings and special events held throughout Australia, New Zealand and Asia. With offices in all states around Australia, Event Planners is well placed to deliver a local, tailored service with a focus firmly on delivering innovative, creative, best practice solutions for clients.

www.eventplanners.com.au

ACCOMMODATION BOOKING INFORMATION

Special rates have been negotiated with the following venues and are applicable for extended stays, subject to availability. To take advantage of these savings, please read the following information carefully and complete the accommodation booking section on the registration form at the end of this brochure.

Event Planners Australia is unable to accept new bookings or changes to existing room bookings after the following release date: 8 October 2009

From this time, bookings should be made directly with the hotel or via an accommodation reservation website.

• Rates are per room per night, in Australian dollars, and include GST
• Room numbers are limited so book well before the release date
• Your credit card details are required and will be passed on to the hotel to secure your booking. The hotel may process the debit immediately or wait until check-out
• If charges are to be the responsibility of a third party, e.g. the guest’s company, please provide the organisers with a letter from the third party stating what charges are to be covered, e.g. accommodation only, meals, mini bar, phone, fax, internet, laundry, all charges, etc
• A tax invoice/receipt will be issued by the hotel on check-out
• Cancellations and alterations up to the release date are made by Event Planners and will incur a booking change fee of up to $33
• Guests wishing to cancel or alter bookings after the release date should contact the hotel directly. These, including early departures and “no-shows”, may incur penalties at the hotel’s discretion, possibly up to 100% of the accommodation stay
• If you wish to check-in before 1500 hours you must book and pay for the night before
• If you wish to check-in after 1800 hours you must indicate your arrival time on the form to avoid a “no-show” room release penalty

ACCOMMODATION VENUES

Headquarters Hotel: Hilton Melbourne South Wharf ★★★★★
Directly adjacent to the Melbourne Convention Centre
Rooms between $250–$515 per night

Mantra Apartments Southbank ★★★½
Apartments between $203–$515 per night

Holiday Inn on Flinders ★★★½
Room $205 per night

Pensione Hotel ★★★
Rooms between $115–$145 per night

Please note: all accommodation rates are in Australian dollars and are inclusive of GST.

ACCOMMODATION CANCELLATION POLICY

All rooms cancelled on or after the 8 October 2009 may incur a 100% cancellation fee; this being the number of room night’s cancelled times the accommodation rate.

Disclaimer
The Australasian College for Emergency Medicine, Event Planners Australia and their agents act only as organisers of these activities and do not accept responsibility for any act or omission on the part of the service providers. No liability is accepted for any inaccuracy, misdescription, delay, damage, death or personal injury.
Please read the following information carefully.
All fees are quoted in Australian dollars and are inclusive of GST.

Registration fees

Early bird registration fees apply only to those registrations received by 15 August. Standard registration fees apply to those received on or before 15 September. Late registration fees apply to registrations received on or after 16 September.

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<th>Early Bird (on or before 15 August)</th>
<th>Standard (on or before 15 September)</th>
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<td>ACEM Fellow</td>
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Registration entitlements are as follows:

Fulltime registration includes:

- Attendance at all meeting sessions and workshops (subject to availability)
- Trade exhibition admission
- Daily morning and afternoon teas, lunches
- Welcome reception
- Gala dinner **
- Breakfast symposia
- Happy hours
- USB containing handbook, abstracts volume and other meeting materials

Note: **Fulltime trainee/nurse/allied health and student registrations do not include a ticket to the gala dinner. Tickets may be purchased at guest ticket price.

Day registrations include:

- Attendance at all meeting sessions and workshops (subject to availability) on the day/s of registration
- Trade exhibition admission
- Daily morning and afternoon teas, lunch on the day/s of registration
- Breakfast symposium on the day/s of registration
- Happy hour on the day/s of registration
- USB containing handbook, abstracts volume and other meeting materials

Note: Day registration does not include the welcome reception or gala dinner. Day registrants may purchase a ticket to attend the welcome reception and/or gala dinner at the guest ticket price.

Late/onsite registration refers to those delegates who register after the 15 September or those who pay to register upon arrival at the meeting. The USB handbook cannot be guaranteed for late/on-site registrants. Tickets to social functions will be subject to availability.

Registration cancellation policy

All cancellations must be notified in writing to Event Planners Australia. Cancellations received prior to 15 August will be refunded in full, less a handling fee of 25% to cover administration costs. No registration refunds will be made after this date. If you cannot attend, your registration is transferable to another member of your organisation. Your registration may be transferred to another person on or before 15 September without incurring any cost penalty. Registration transfers after 15 September will incur a $33 processing fee. The meeting managers must be advised in writing of any alterations or transfers.

Payment

All prices are in Australian dollars and include GST. Payment must accompany your registration form. Meeting registration cannot be confirmed until payment is received. Payment must be received by the due date to receive the discount, otherwise the next level of payment will be charged. Cheques or drafts must be in Australian currency, drawn on an Australian bank and free of all charges. Cheques should be made payable to Event Planners Australia Pty Ltd. Payment by credit card is also acceptable. Faxed registration forms are acceptable only if payment is by credit card. Please note that debits to your credit card will appear as Event Planners Australia on your statement.

Details of the meeting bank account for electronic funds transfers can be given on request. Please contact the meeting managers for details.

Privacy statement

Your name, organisation and country/state of origin may be published on the delegate list which is provided to delegates at the meeting.

Should you not wish your details to be used for these purposes please contact the meeting managers at acem09@eventplanners.com.au

Communication

By providing your email address and contact details, you agree to receive emails and other communications in relation to this meeting. You may opt out at any time by contacting the meeting managers at acem09@eventplanners.com.au

Intention to photograph

Delegates and others are advised that photographs may be taken during the meeting and reproduced for promotional purposes.

Website

Visit the Australasian College for Emergency Medicine’s 26th Annual Scientific Meeting (acem action09) website for further meeting details and information: http://acem09.eventplanners.com.au
**REGISTRATION FORM**

**ACEM ASM - action09**
c/- Event Planners Australia
PO Box 1517, Eagle Farm Qld 4009
Australia

**T:** +61 3 9320 8650  
**F:** +61 3 9320 8699  
**E:** reg_acem09@eventplanners.com.au  
**W:** http://acem09.eventplanners.com.au

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**PERSONAL DETAILS**

Mr / Mrs / Ms / Miss / Dr / Prof  
Given name  
Family name  
Organisation  
Position  
Postal address  
Suburb/town  
State  
Country  
Code  
Telephone (work)  
( )  
Fax  
( )  
Telephone (mobile)  
Email

**Trainees:** Would you like a meeting mentor?  
☐ Yes  
☐ No

**Fellows:** Are you happy to be a meeting mentor?  
☐ Yes  
☐ No

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**SPECIAL REQUIREMENTS**

Please note any specific dietary, wheelchair access or other requirements:

- Gluten free
- Vegan
- Halal
- Vegetarian
- Kosher
- Lactose free
- Wheelchair access
- Other requirement

**1. REGISTRATION FEES**

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If day registration, please tick which day you are attending:  
☐ Monday  
☐ Tuesday  
☐ Wednesday  
☐ Thursday

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**2. MEETING ACTIVITIES**

Costs are included in the registration fee unless otherwise indicated below. However, for catering purposes it is essential you mark every box. Refer to page 6 for details of your entitlements.

**Sunday 15 November 2009**

- Welcome reception  
  Included  
  ☐ $70

**Monday 16 November 2009**

- Boehringer Ingelheim happy hour  
  Included  
  ☐ No charge

**Tuesday 17 November 2009**

- Ascribe happy hour  
  Included  
  ☐ No charge

**Wednesday 18 November 2009**

- Gala dinner (including trainee and student registrations)  
  Included  
  ☐ $150

**Thursday 19 November 2009**

- Breakfast symposia  
  Please indicate if you would like to attend a breakfast session proudly hosted by one of our Meeting Partners. NB: Places are limited so early registration is essential. You will be notified closer to the meeting if you have secured a place at the breakfast.

- Monday 16 November : 0700–0815  
  Sanofi-Aventis breakfast symposium  
  ☐

- Tuesday 17 November : 0730–0845  
  Inverness Medical breakfast symposium  
  ☐

- Wednesday 18 November : 0730–0845  
  Roche Diagnostics breakfast symposium  
  ☐

- Thursday 19 November : 0800–0915  
  Radiometer Pacific breakfast symposium  
  ☐

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**Please complete all pages of this form to ensure you are correctly registered.**
**REGISTRATION FORM**

2. **MEETING ACTIVITIES CONTINUED**

   Tick (✓) if attending

   **Workshops**
   (limit one workshop per person per day)

   *If attending one of the two offshore workshops, delegates will need to make their own way to the Royal Victorian Eye and Ear Hospital. Directions will be provided.*

   Please note that workshops places are limited, and that some of the more popular workshops are being repeated to allow for increased attendance. **Workshops are limited to one workshop per person per day.** We recommend that those wishing to secure a workshop place register online, as manual registrations can take up to 48 hours to process and the workshop may have been filled by that time. Should you miss out on a place in the workshop you have selected, you can email reg_acem09@eventplanners.com.au and request to be placed in a queue for your preference.

   **Monday 16 November: Future of Medicine**

<table>
<thead>
<tr>
<th>Time</th>
<th>Workshop</th>
</tr>
</thead>
<tbody>
<tr>
<td>1330–1500 hours</td>
<td>the latest on joint reduction techniques  □ Management of dental trauma: anaesthesia &amp; splinting</td>
</tr>
<tr>
<td>1530–1700 hours</td>
<td>paediatric procedural sedation  □ Management of dental trauma: anaesthesia &amp; splinting  □ Ultrasound: introduction to FAST  □ Strategies for trainees – preparing for the SAQ and VAQ</td>
</tr>
</tbody>
</table>

   **Tuesday 17 November: Risky Business**

<table>
<thead>
<tr>
<th>Time</th>
<th>Workshop</th>
</tr>
</thead>
<tbody>
<tr>
<td>1330–1500 hours</td>
<td>Acupuncture  □ Management of dental trauma: anaesthesia &amp; splinting  □ Ultrasound regional anaesthesia techniques  □ ECG challenges for fellows and trainees  □ Ultrasound: introduction to AAA  □ Offsite: ENT workshop (1230–1400 hours)*</td>
</tr>
<tr>
<td>1530–1700 hours</td>
<td>the essence of self care: strategies to decrease stress and improve wellbeing  □ Ultrasound regional anaesthesia techniques  □ Management of dental trauma: anaesthesia &amp; splinting  □ ECG interpretation for trainees  □ Ultrasound: introduction to AAA  □ Neonatal emergencies practical</td>
</tr>
</tbody>
</table>

   **Wednesday 18 November: Clinical care**

<table>
<thead>
<tr>
<th>Time</th>
<th>Workshop</th>
</tr>
</thead>
<tbody>
<tr>
<td>1330–1500 hours</td>
<td>Preparation of the patient for retrieval/pre-hospital airway assessment  □ Plastics procedures for the ED  □ Giving feedback in the ED  □ Neonatal emergencies practical  □ Ultrasound: Vascular access &amp; procedures  □ OFF SITE: Eyes workshop (1230–1400 hours)*</td>
</tr>
<tr>
<td>1530–1700 hours</td>
<td>Preparation of the patient for retrieval/pre-hospital airway assessment  □ Plastics procedures for the ED  □ Ethical &amp; medical legal cases in ED  □ NICS: Assessing guidelines  □ Ultrasound: Vascular access &amp; procedures</td>
</tr>
</tbody>
</table>

   **Thursday 19 November: Education**

<table>
<thead>
<tr>
<th>Time</th>
<th>Workshop</th>
</tr>
</thead>
<tbody>
<tr>
<td>1400–1550 hours</td>
<td>Ultrasound: Vascular access &amp; procedures  □ NICS: Developing and implementing guidelines  □ Clinical reasoning in the ED  □ Writing for medical literature  □ How to use PowerPoint more effectively</td>
</tr>
</tbody>
</table>

3. **ACCOMMODATION**
   (see page 5 for terms and conditions)

   - **Accommodation cannot be booked** unless credit card details are received with the registration form.
   - Your credit card details will be passed on to the hotel to secure your booking. The hotel may immediately deduct payment from your credit card although full payment is usually reserved for check-out.
   - New accommodation bookings will not be accepted by Event Planners after 8 October 2009. From this time, bookings should be made directly with the hotel or via an accommodation reservation website.

   Please book the following accommodation:  

<table>
<thead>
<tr>
<th>Check in / / 09</th>
<th>My ETA is:</th>
<th>Check out / / 09</th>
<th>My ETD is:</th>
<th>Hotel</th>
<th>Room type</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hilton South Wharf (Headquarters Hotel)</td>
<td>Guest rooms</td>
<td>King (single/double)</td>
<td>$A250 per room per night</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deluxe rooms</td>
<td>King (single/double)</td>
<td>$A295 per room per night</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Executive rooms</td>
<td>King (single/double)</td>
<td>$A345 per room per night</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Yarra suites</td>
<td>King (single/double)</td>
<td>$A451 per room per night</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Holiday Inn on Flinders</td>
<td>Standard</td>
<td>King (single/double)</td>
<td>$A205 per room per night</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pensione Hotels</td>
<td>Standard</td>
<td>Double</td>
<td>$A115 per room per night</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mantra Apartments Southbank</td>
<td>One bedroom</td>
<td>King</td>
<td>$A203 per room per night</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Two bedroom</td>
<td>Queen</td>
<td>$A323 per room per night</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

   I would prefer a non-smoking room:  

   □ yes  
   □ no  

   Other special requirements (i.e. rollaway bed/crib):

   I will be sharing accommodation with (please provide names):

   **PAYMENT METHOD**

   Payment must accompany your registration form. Meeting registration cannot be confirmed until payment is received. All prices are quoted in Australian dollars and include GST.

   □ Cheque/International bank draft – payable to Event Planners Australia. Payment must be made in Australian dollars payable on an Australian bank and free of all charges.

   OR

   □ Credit card – charges as per this form are to be debited to:  
   □ MasterCard  □ Visa  □ American Express  □ Diners Club

   Name on card:  

   Credit card number:  

   Expiry date: / / 09

   Card holder’s signature:  

   Please note that debits to your credit card, excluding accommodation, will appear as Event Planners on your credit card statement.

   **REGISTRATION SUMMARY**

<table>
<thead>
<tr>
<th>Item</th>
<th>Sub total $A</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Registration fee</td>
<td>$A</td>
</tr>
</tbody>
</table>
   | 2. Meeting activities  
   – Guest tickets | $A |
   | 3. Manual processing fee  
   – Please note that an additional $25 manual processing fee applies for registrations not completed online | $A |

   **CONDITIONS OF REGISTRATION**

   By registering for the Australasian College for Emergency Medicine 2009 Annual Scientific Meeting delegates agree to abide by the conditions set out in this brochure.

   **Please complete all pages of this form to ensure you are correctly registered**