



## Conference Information

18<sup>th</sup> Annual Fall Conference on Emergency Medicine  
Frenchman's Reef & Morning Star Marriott Beach Resort  
St. Thomas, USVI ~ November 8-11, 2017



We are pleased to provide the following information for our upcoming conference on St. Thomas, USVI. Upon registering, you will receive a registration receipt via email confirming your registration. If you do not receive it, please contact us. If you are registered and have not reserved your lodging at the conference location, please contact us at (925) 969-1789, Monday-Friday, 8:30am-5:00pm (Pacific Time) or email [info@symposiamedicus.org](mailto:info@symposiamedicus.org).

### HOTEL INFORMATION

**FRENCHMAN'S REEF & MORNING STAR MARRIOTT BEACH RESORT**  
5 Estate Bakkeroe  
St. Thomas, 00802 Virgin Islands (US)  
Phone: (340) 776-8500

- **Hotel Website** - <https://goo.gl/pEYnRW>
- **Dining** - <https://goo.gl/mBdBr0>

### SESSION MATERIALS

Approximately two weeks prior to the conference, you will receive an email with instructions on how to download the session materials. Please make sure to download the materials before you leave for the conference, as **you will not be available to download on-site due to internet bandwidth restrictions.**

You will also receive a booklet (via regular mail) that contains note pages, the conference schedule, and attendance/evaluation forms. For those who requested a paper copy of the session materials, you will receive a full, printed version in lieu of the booklet.

**Please note** - approximately one week **after** the conclusion of the conference, you will receive an email with instructions on how to download any materials that were updated and presented at the conference.

If you bring your tablet/laptop to the conference, be aware that there are no electrical outlets at the conference tables. **Make sure your tablet/laptop is fully charged each day.**

### INTERNET ACCESS

Wireless internet access is complimentary in the meeting rooms.

### CONFERENCE CHECK-IN

Although you are already registered, you will need to check-in and pick up the remainder of your conference materials.

**Date** - Wednesday, November 8

**Location** - Harbour Ballroom, located on the 3<sup>rd</sup> floor of the main building

**Time** - Begins at 7:00am

### REGISTRANT BREAKFAST

**If you are not staying at The Frenchman's Reef & Morning Star Marriott Beach Resort OR did not book your lodging through Symposia Medicus** and would like to have breakfast, please notify the Symposia Medicus staff when you check-in for the conference. A breakfast ticket will be given to you. Breakfast tickets are for conference participants only and can only be used on the mornings we are in conference (Wednesday, Thursday, and Saturday).

### GENERAL SESSIONS

**Location** - Harbour Ballroom, located on the 3<sup>rd</sup> floor of the main building

**Time** - Begins at 8:00am on Wednesday, Thursday, and Saturday

If you are departing on Saturday, please keep in mind that the conference ends at approximately 1:15pm and hotel check-out is at 11:00am. You can store your luggage with the hotel while we are still in session.

### GROUP RECEPTION

Please join us for this fun event, as it is a great way to become better acquainted with faculty, other participants, and their guests.

**Date** - Wednesday, November 8

**Time** - Begins at 5:30pm and concludes at 7:00pm

**Location** - Sea Cliff Terrace, located on the 4<sup>th</sup> floor of the main building

### SMALL GROUP BREAKOUTS

On Friday afternoon, we will hold Small Group Breakouts from 3:00pm-4:30pm and 4:45pm-6:15pm, allowing you to attend two sessions. These sessions give you an opportunity to select subjects relating to your particular areas of interest. You are encouraged to bring cases or issues you are confronting in your clinical practice for discussion. The session number and name of the breakouts that you have pre-selected will be printed on your name badge. If you want to make changes at the conference, please see a Symposia Medicus staff member to check seating availability.

### HOTEL ROOM CHARGES AND FEES

If you made your hotel reservations through Symposia Medicus, conference group rates are per room, per night and **do not** include taxes, discounted Resort Fee, or additional occupant fees. Please visit <https://goo.gl/CBNyWX> to view full information on these fees.

### DAILY BUFFET BREAKFAST

Your room rate includes daily buffet breakfast for two occupants. Children 12 years and under are free. Third and fourth additional occupants (13 years and over) are an additional \$28 per person, per night. **Please call Symposia Medicus prior to arrival to add and/or change room occupants.**

Breakfast will be served for you and your guests daily in the Aqua Terra Restaurant, located on the third floor of the main building, from 6:30am-10:30am. Please inform the host that you are with the Symposia Medicus group. You will be asked to sign a receipt and indicate your room number; however, the breakfast charges will be removed from your final hotel bill.

For your convenience, on Wednesday, Thursday and Saturday mornings, breakfast will be served in the Harbour Ballroom, as well as the Aqua Terra Restaurant.

### ADDITIONAL INFORMATION

**Resort Fee inclusions** - By reserving your room through Symposia Medicus, the Resort Fee is discounted from \$45 per day to \$29 per day. This package includes resort-wide internet access, maid & bellman gratuities, spa & tour discounts and much, much more! To view a full list of what is included, please visit <https://goo.gl/CBNyWX>.

**Onsite Tour Company** - Adventure Center is the onsite tour company at the resort. Included in your Resort Fee are a few tour discounts, however, they offer many other tours. Please visit <http://adventurecenters.net/> for more information.

**Parking** - Self-parking is complimentary for conference guests and valet parking is not available at the resort.

**Participant Photos** - We sometimes take photographs of our participants during conference sessions/activities (never pool pictures) to use on social media and on our website. If you would NOT like to appear in any individual or group candid photos, please notify the on-site Conference Director.

**Connect with others** - Connect with other participants of this conference, form clinical discussions, or simply share restaurants, fun things to do, family activities, shopping, and spa experiences around the conference venue. Go to <https://goo.gl/Y9N2wx>.

**Cancellation Policies** - To view conference and/or hotel cancellation policies, please visit <https://goo.gl/CBNyWX>.

**Travel & Ground Transportation Info** - Please visit <https://goo.gl/mkUmb7>

**General Travel Safety Suggestions** - <http://www.symedblog.org/travelsafety/>

**Take Our Survey** - Be entered to win tuition to the conference of your choice! <http://goo.gl/hQ25RO>