



Conference Information

19th Annual Fall Conference on Emergency Medicine
Fairmont Orchid | Big Island, Hawaii
November 14-17, 2018



We are pleased to provide the following information for our upcoming conference on Big Island, Hawaii. 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.

HOTEL INFORMATION

FAIRMONT ORCHID
1 N. Kaniku Drive
Waimea, HI 96743
Phone: (808)885-2000

- > **Hotel Website** - <http://www.fairmont.com/orchid-hawaii/>
- > **Dining** - <http://www.fairmont.com/orchid-hawaii/dining/>
- > **Kids Club Info** - <http://www.fairmont.com/orchid-hawaii/activities-services/>

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 14
Location - Grand Ballroom Foyer, located on the lobby level
Time - Begins at 7:00am

REGISTRANT BREAKFAST

If you are not staying at the Fairmont Orchid 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 - Grand Ballroom, located on the lobby level
Time - Begins at 8:00am on Wednesday, Thursday, and Saturday

If you are departing the hotel 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 14
Time - Begins at 5:30pm and concludes at 7:00pm
Location - Coconut Grove (follow the sidewalk past the Beach Shack, along the Pauoa Bay Lagoon)

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. Locations of the breakouts will be printed in your session materials, as well as announced at the conference.

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. Maximum occupancy is four, regardless of age. Please visit <https://goo.gl/DMPQn2> to view full information on these fees.

DAILY BUFFET BREAKFAST

Your room rate includes daily buffet breakfast for two adults. Mandatory additional person charges include additional lodging fee, daily buffet breakfast, taxes, and gratuities. **Please refer to the receipt you received when you registered for the conference for additional occupants (3rd & 4th over the age of five).**

If you did not inform us of your room occupants at the time of registration, they may not be allowed to participate in the daily buffet breakfast. Please call Symposia Medicus prior to arrival to add and/or change occupants.

Breakfast will be served for you and your guests daily in the Orchid Court Restaurant from 6:30am-10:30am. You will be asked to sign a bill at the restaurant however, the breakfast charge for two occupants will be removed from your hotel bill when you check-out.

ADDITIONAL INFORMATION

Discounted Resort Fee and Activity Passes - By reserving your room through Symposia Medicus, the Resort Fee is discounted from \$30 plus tax, per night, to \$10 plus tax, per night. Also, when you buy one Activity Pass at full price, you will get one (at equal or lesser value) for free. To view a full list of what is included, please visit <https://goo.gl/DMPQn2>.

Parking - Self-parking is complimentary for conference guests. Valet parking is \$5 per night with unlimited access for hotel guests or \$22 per day for non-hotel guests (subject to change).

Spa Discount - The Spa Without Walls at the Fairmont Orchid is offering a 10% discount on all spa services for our group (excluding retail purchases and fitness classes). When booking your appointment, please let the receptionist at the spa know that you are with the Symposia Medicus conference to receive the discount. Advance reservations are recommended.

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/kpZ1Tc>.

Cancellation Policies - To view conference and/or hotel cancellation policies, please visit <https://goo.gl/DMPQn2>.

Travel & Ground Transportation Info - Please visit <https://goo.gl/7YtP1V>

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

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

Questions? - Email us at info@symposiamedicus.org