

2021 VIRTUAL ATC REGISTRATION POLICIES & INFORMATION

Conference Registration is open to all NHCAA member categories. Non-members interested in registering must be in a managerial, supervisory or professional position for a private for-profit or not-for-profit health care reimbursement organization. Employees of local, state or federal law enforcement, prosecutorial, or regulatory agency or in a professional disciplinary organization are also welcome. All registrations will be reviewed to ensure these eligibility requirements are met. If you are not in one of these positions, but wish to attend please send an e-mail to: training@nhcaa.org.

ATC CONFERENCE

Dates: November 16-19, 2021

EARLY REGISTRATION

Deadline: Wednesday, September 22, 2021

CANCELLATION & SUBSTITUTION

Deadline: Tuesday, October 19, 2021

All cancellations (regardless of date) will be assessed with \$100.00 administrative fee.

All written notice of cancellations and substitutions should be sent via email to the Education & Training team, at training@nhcaa.org or mail the NHCAA Institute - ATC at 1220 L Street, NW Suite 600, Washington, DC 20005.

Before cut-off date: To cancel and obtain a full refund (minus an administrative fee) or to request a substitution, you must provide written notice to The NHCAA Institute - ATC.

After cut-off date: If you cancel in writing after the cut-off date, no refund will be provided but credit for future training is available. All substitution requests received after the cut-off date will be charged a \$100.00 administrative fee.

COMPLETING & SUBMITTING FORM

This form can be completed electronically as a PDF file. You may save and print out the completed PDF registration form for submission. You may also print out the blank form and complete – please type or print clearly.

Ways To Register

REGISTRATION DEADLINE: Tuesday, November 9, 2021

Registrations will not be processed until payment is received. Please do not submit duplicate registrations.

Email

Email your registration form (completed PDF file) along with payment information.

training@nhcaa.org

Secure Fax

Fill out & print completed form. Submit form along with payment information or purchase order via NHCAA secure fax.

202.785.6764

Mail

Fill out & print completed form. Mail form along with payment information. Make checks payable to "The NHCAA Institute".

The NHCAA Institute

ATC Registration

1220 L Street NW, Suite 600

Washington, DC 20005

Online

Via secure transactions. Please have an American Express, Discover, MasterCard or Visa card available.

nhcaa.org/ATC

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ATTENDEE INFORMATION

Each registrant must complete a separate form. This form may be duplicated. This form may be completed electronically with Acrobat Reader. For details on registration policies please visit www.nhcaa.org/atc.

Mr. Ms. Mrs. Dr. Nickname _____
Name _____ Title _____
Degree MD DO PHD RN JD Designation(s) _____
Organization _____
Address _____ City _____ State _____ Zip _____
Phone _____ Email (Required) _____

PROGRAMS

	NHCAA MEMBER ¹	GOVERNMENT EMPLOYEE ²	NON-MEMBER ³	TOTALS
ANNUAL TRAINING CONFERENCE (Nov. 16-19, 2021)	<input type="checkbox"/> \$600	<input type="checkbox"/> \$550	<input type="checkbox"/> \$675	\$ _____

REGISTRATION DEADLINE: Tuesday, November 9, 2021

Total Amount Program \$ _____

PAYMENT INFORMATION

Check (Enclosed) Credit Card: Amex Discover MC Visa Purchase Order: _____
Credit Card Account # _____ Exp _____
Cardholder Name (Print) _____ Security Code _____
Organization _____
Billing Address _____
City _____ State _____ Zip _____
Signature _____ Date _____

1. NHCAA Member rate applies to all NHCAA Member Organizations, Affiliate Members, Individual Members, Platinum/Premier Supporting Members and Standard Supporting Members. **2. Government Employee** rate applies to NHCAA Government Liaisons and other attendees from local, state and federal public agencies. **3. Non-member participants** must occupy a professional position with a private for profit or not-for-profit health care reimbursement organization, or in a local, state or federal law enforcement, prosecutorial, or regulatory agency or in a professional disciplinary organization.

All registrations will be reviewed to ensure these eligibility requirements are met.