Helpful Information for Attendees

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Housing Accommodations

• **Book your housing** through [ASCRS/ASOA](https://www.ascrs.org) to obtain discounted rates.

• ASCRS•ASOA will provide shuttle service to and from designated hotels and the Walter E. Washington Convention Center. The [shuttle schedule](https://www.ascrs.org) will be available soon and is subject to change.

• **View a map of hotel locations and amenities.**
Travel Reservations


- If you’d rather travel to DC on the ground, Amtrak is the ideal solution. The Northeast Regional train runs every hour from New York City to the District, including early morning and late night departures.

- Taxis are available to all hotels and select hotels provide shuttle service. Check with your booked hotel on the best way to get there.

- If you are registered for any of the ASOA Workshops on Friday, April 13, you will want to arrive on Thursday, April 12.
What Your Registration Includes

- **Your badge and meeting materials.** These will not be mailed in advance. IMPORTANT: Bring your confirmation email with you onsite to print your badge.

- **Access to all ASCRS and ASOA programs.** Separate registration and fees required for ASOA Workshops, Cornea Day, ASCRS Glaucoma Day, and ASCRS Refractive Day.
  - A joint registration category is available for those interested in attending both the ASOA Congress and Technicians & Nurses Programs.
  - ASCRS programs are not eligible for COE credit.

- **Admission to the Exhibit Hall** and the ASCRS/ASOA Gateway.

- **General Sessions and ASOA Roundtables.**

- **ASOA Networking Lounge** and featured activities, including Consultants-on-Call.

- **ASOA Celebration** – Sunday, April 15, from 8PM to 12AM (Conference badge required)
  Location: Howard Theatre, 620 T Street, NW
ASOA Workshops & COE Exam

- ASOA Annual Meeting registration is required in order to register for the ASOA Workshops* or the COE Exam*. However, separate registration and fees apply for these programs.

- ASOA Workshops are optional training workshops and review courses in a concentrated training environment. Register for the following workshops:
  - **Friday, April 13 – Saturday, April 14, 2018**:
    - COE Review Course – Part 1 and 2 (1 1/2 Days)
    - Practice Management Bootcamp
    - Dale Carnegie Training Workshop
    - Duke Eye Center – Clinical Flow Optimization Workshop
    - Healthcare the Disney Way Workshop
  - **Tuesday, April 17, 2018**:
    - COE Exam (Registration deadline March 29, 2018—NO onsite registration)

* Limited seating
Course Details

• Online Real-Time Program: Maximize your time at the conference. Search and browse the program to plan your own custom itinerary.

• Handouts: We strongly advise you print/download conference handouts in advance. Printers will not be available on site for this purpose.

• Download the ASCRS•ASOA Meeting Mobile App which includes up-to-date meeting information as it becomes available. (Available March 2018. Please download from Apple or Android store.)
Shuttle Buses

• The shuttle bus schedule will soon be available on the ASCRS•ASOA Annual Meeting website. A printed schedule will also be included in your conference bag.

• Allow yourself a minimum of 45 minutes prior to the start of your first session at the Walter E. Washington Convention Center.
Navigating the Meeting

• **ASOA Programming** will be held primarily on Level Two of the Walter E. Washington Convention Center at 801 Mt Vernon Pl, NW.

• **ASCRS Programming** will also be held in the Walter E. Washington Convention Center, on the Street Level and Level Three.

• The **Exhibit Hall** will be located in Halls A & B on the Lower Level of the Walter E. Washington Convention Center. The Exhibit Hall will be open 9 am – 5 pm, Saturday – Monday.

• Bring your confirmation email, print your badge, and pick up your bag and registration materials at **Attendee Registration**, located on the Street Level of the Walter E. Washington Convention Center.
General Sessions and ASOA Roundtables

- **Opening General Session:**
  - Saturday, April 14, 9:00 – 11:00 am, Room 207AB, Level Two
  - **Keynote Speaker** – Christine Cashen – *Stop Global Whining*

- **Sunday General Session:**
  - Sunday, April 15, 8:00 – 10:00 am, Room 207AB, Level Two
  - **Keynote Speaker** – Joe Mull - *Motivating Healthcare Teams in an Era of Change, More Work, and Fewer Resources*

- **Roundtables:**
  - Saturday, April 14, 11:00 am – 12:00 pm, Room 201, Level Two
  - You may join any table for as long as you wish and move freely between tables/topics. No registration is required.
Networking Lounge

• Room 206, Level Two

• Consultants-on-Call: Walk in or schedule one-on-one meetings with experienced consultants.

• ASOA Career Board: Post a job opening or browse resumes. Resumes or job postings will be available through the ASCRS•ASOA CareerHub.

• Attendee ribbon pick-up

• ASOA resources

Networking Lounge Hours

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<tr>
<th>Date</th>
<th>Hours</th>
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<tbody>
<tr>
<td>Saturday, April 14</td>
<td>11:00 am – 4:30 pm</td>
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<tr>
<td>Sunday, April 15</td>
<td>7:00 am – 4:30 pm</td>
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<tr>
<td>Monday, April 16</td>
<td>7:00 am – 4:30 pm</td>
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<tr>
<td>Tuesday, April 17</td>
<td>7:00 am – 11:00 am</td>
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Networking Events

- **Dance the night away at the ASOA Celebration** at the Howard Theatre (T Street), Sunday, April 15, 8:00 pm to 12:00 am. There will be a cash bar and live music.

- **Writer’s Luncheon and Workshop “AE Editorial Advisory Board Bootcamp”**
  - Saturday, April 14, 11:30 am – 1:00 pm (Separate registration fee required.)

- **Administrator Beginner’s Circle (ABC)* Lunch and Program**
  - Sunday, April 15, 11:30 am – 1:00 pm (*Attendance limited to ABC Group members with four or fewer years in ophthalmic practice management. Separate registration fee required)

- **Certified Ophthalmic Executive (COE) Lunch and Program**
  - Monday, April 16, 11:30 am – 1:00 pm (Open only to current COEs. Separate registration fee required.)

**Conference badge is required for admittance. Guest admitted with badged attendee.**
What to Pack

• Conference attire is business casual.

• Weather in Washington, DC can vary in April. Plan on checking the weather in advance and pack an umbrella.

• Meeting rooms can be chilly. Pack a light jacket or sweater.

• Bring plenty of business cards to make the most of your networking experience.

• Print/download session handouts in advance. (Printers will not be available on site for this purpose)
Washington is a wonderful city for site seeing, shopping, dining, or exploring. Take time and explore the nation’s capital.
Reminders

• **Online Real-Time Program**: Gain the most from this educational opportunity by planning your schedule in advance.

• **Download the ASCRS•ASOA Meetings Mobile App** which includes up-to-date meeting information as it becomes available. (Available March 2018)

• **Continuing Education Credits**: Obtain your credits and print certificates before leaving the conference at the technology kiosks located in the Walter E. Washington Convention Center.

• **Charging Stations**: Located throughout the Walter E. Washington Convention Center should you need to charge your electronic devices.

• The **ASOA Staff** is happy to answer any questions you may have prior to the conference.

**SEE YOU IN DC!**