



# 2019 RMDC ATTENDEE POLICIES

## MDDS Member Registration Policies

- To attend the 2019 RMDC free of charge, MDDS members must pay their 2019 membership dues in full by **December 31, 2018**.
- If full payment of 2019 membership dues cannot be verified by **December 31, 2018**, the registration category will be changed to "Non-ADA Member" and the credit card on file will be charged \$695. A notification email will be sent if this charge is applied.
- If full payment of 2019 membership dues is received by **March 31, 2019**, the Non-ADA Member fee of \$695 will be **reimbursed in full**. If full payment is not received by this deadline, there will be **no reimbursement** even if dues are paid in full at a later date. There will be no exception to this policy.

## Convention Cancellation Policy

Cancellations for both registration and fee courses/events will be accepted and are entitled to a refund provided they are sent in writing to MDDS at 925 Lincoln St., Unit B, Denver, CO 80203 and postmarked by **December 31, 2018**. A \$25.00 administrative fee will be deducted from the refund for each cancelled registration.

No refunds of any kind will be given for cancellations postmarked after December 31, 2018.

## Mailing of Badges/Course Tickets

Convention badges and course tickets will be mailed to all attendees registered by December 7, 2018. Attendees registered after this deadline, will need to pick up their badges and tickets onsite at Registration in Lobby "D" at the Colorado Convention Center.

## Course Ticket Policy

All courses at the 2019 RMDC will be ticketed. If you did not select your courses during the online registration process, you can access your registration at a later date via the Registrant Services Center link at [rmdconline.com](http://rmdconline.com). You will need the login and password from your registration confirmation.

Tickets will be mailed with the attendee's name badge as long as the registration has been submitted by December 7, 2018. For all registrations received after this deadline, the attendee will need to pick up their course tickets along with their name badge onsite at Registration in Lobby "D" at the Colorado Convention Center.

Tickets will be collected at each meeting room. No admittance to any course will be permitted without a ticket.

## Name Badge Corrections

To make a correction to your registration, please access your original registration via the Registrant Services Center link at [rmdconline.com](http://rmdconline.com). You will need the login and password from your registration confirmation.

## Substitution Policy

Substitutions are allowed. To make a substitution you will need to call MDDS Registration Services at (303) 488-9700 to change the registrant's information and pay any difference in fee.

### **Continuing Education Credits**

The Metropolitan Denver Dental Society is an ADA CERP Recognized Provider. ADA CERP is a service of the American Dental Association to assist dental professionals in identifying quality providers of continuing dental education. ADA CERP does not approve or endorse individual courses or instructors, nor does it imply acceptance of credit hours by boards of dentistry.

Concerns or complaints about a CE provider may be directed to the provider or to the Commission for Continuing Education Provider Recognition at [ADA.org/CERP](http://ADA.org/CERP).

MDDS designates this activity for a maximum of 18 continuing education credits. Please note: the number of CE credits are listed for each course.

In addition, MDDS credits are approved by the AGD for Fellowship and Mastership credit.

Unless otherwise noted, one clock hour equals one credit hour. Continuing education courses may not apply toward license renewal/CE requirements in all states. It is the responsibility of each attendee to verify the requirements of his/her licensing board or the organization to which he/she must submit proof of continuing education. Please check with your state board or other applicable organization if you have questions.

### **Receiving Verification of Attendance**

All attendees who require proof of attendance for CE credits must collect the CE code that is read at the end of the course.

Following the convention, attendees may log on to [rmdconline.com](http://rmdconline.com) to print a CE verification document for each course they attended. CE verification documents will not print unless the attendee enters the correct CE code.

**IMPORTANT NOTE:** CE codes will be read at the end of each course and will not be given to attendees at any other time during or following the convention. Please collect and keep the CE code for each class you attend, whether you think you will need it or not.

### **Course Disclaimer**

The Metropolitan Denver Dental Society makes every effort to present high caliber speakers in their respective areas of expertise. Courses of MDDS are offered as information only and not as financial, accounting, legal or other professional advice. Attendees must consult with their own professional advisors. In addition, each participant must decide the merit and practicality of the material presented. The ideas and comments expressed during the courses are not necessarily endorsed by or are those of MDDS. MDDS warns attendees about the potential risks of using limited knowledge when integrating new techniques into your practices.

### **Child Attendance Policy**

Scientific Sessions: In consideration of all convention attendees, children under the age of 14 are not allowed in the lecture rooms.

Expo Hall: Due to the presence of large, heavy equipment, medical instruments and numerous other products, all children under the age of 18 must be accompanied by an adult while in the Expo Hall.

Parents taking children into the Expo Hall do so at their own risk. Neither MDDS, its representatives, agents or employees, nor the Colorado Convention Center, its representatives, agents or employees will be responsible for injury that may occur to children from any cause whatsoever while children are in the Expo Hall.

**Media Recording Policy**

No audio, video, digital recording or photography of any courses or speaker slides is permitted other than by MDDS officially sanctioned vendors. This includes use of personal video cameras, tablets or cell phones by attendees to record speaker presentations in any manner.

**Promotional Media Policy**

During the course of the convention, photos, videos or other media may be taken of attendees. As a convention attendee, you are giving permission for these media to be used in future promotional materials. Attendee names will not be published without a written release.

**Attendees with Disabilities**

If you or your guest(s) have a disability and will require accommodation to fully participate in the Rocky Mountain Dental Convention, you must contact MDDS in writing on or before December 31, 2018. MDDS cannot guarantee that requests received after December 31, 2018 will be fulfilled.