



2016 CADAT ANNUAL EDUCATORS CONFERENCE & FOUNDATION CE EVENT REGISTRATION PACKET

April 22 – 24, 2016
The Manhattan Beach Marriott
 1400 Parkview Avenue, Manhattan Beach, California 90266
 (310) 546-7511



Pre-registration for conference and CE day is required. Membership is NOT required to register and attend the CADAT Annual Educators Conference or CE Day Event; however, Sunday April 24 is dedicated to members only. Attendees may choose one day or both days to attend. One registration packet per person, please!

ANNUAL EDUCATORS CONFERENCE & CE EVENT SCHEDULE OF EVENTS AND FEE OPTIONS		
Package One: Friday CE Day and Saturday Educators Day Members (includes Friday evening and Sunday morning events, breakfast and lunch for two days) Non-Members (includes Friday evening event, breakfast and lunch for two days)	Regular Fee	Late Fee
	\$449	\$549
	\$569	\$669
Package Two: One-Day-Pass – Friday CE Day Only All Attendees (includes Friday evening event and breakfast and lunch on day of attendance)	Regular Fee	Late Fee
	\$179	\$199
Package Three: One-Day-Pass – Saturday Educators Day Only Members (includes Friday evening event and breakfast and lunch on day of attendance) Non-Members (includes Friday evening event and breakfast and lunch on day of attendance)	Regular Fee	Late Fee
	\$299	\$399
	\$419	\$519
Friday, April 22: Friday Evening “Demos, Drinks and Desserts” Vendor Reception		Sunday, April 24: CADAT Member Business Meeting
Included with Member and Non-Member Registration – All packages Vendor Showcase and Hosted Reception Sponsored by DALE and FADE		CADAT Members Only Event: No Event Fee: Included with Member Registration

Regular Rate: January 23 to March 5, 2016

Late Rate: March 6 to April 3, 2016 (*no registrations accepted after deadline of April 3, 2016*)

Conference event topics and speakers can be found on pages 7 and 8.

Registration Terms and Conditions:

- If registration form is incomplete, it will be returned for clarification. Please print clearly to help process your registration in a timely manner. Complete pages 3 - 5 of the registration including acknowledgement signature, payment information and package selection.
- Review the attached *CADAT Conference Code of Conduct* along with all terms and conditions herein **before signing your registration** form acknowledging such conditions.
- CADAT conference registration **does not** include hotel fees. The Association has a **very limited block of hotel rooms** for the 2016 CADAT attendees. To reserve a room, attendees must call the Marriott Passkey Reservations Department by **March 18, 2016** at 1-800-266-9432 to make reservations and identify your self as CADAT Conference participant in order to receive the negotiated rate of **\$149** per night. Guaranteed individual reservations must be cancelled at least 24 hours prior to individuals' arrival date to avoid penalty of one night's room and tax. An additional \$10 per person, per night charge will apply when occupancy exceeds two (2) people per room. All guest room rates are subject to the current tax of 9.0% plus a service charge of 24% on any hotel services. Self-parking rates shall be \$15 per day and \$24 for overnight stay and \$29 for valet parking, all subject to applicable tax and shall be the responsibility of the guest. CADAT assumes no responsibility for the making of or cancelling of room reservations by its members or conference attendees nor do CADAT volunteers or staff make, cancel or change reservations on behalf of its members or event attendees.
- Registration must be received or post-marked by the deadline dates listed above to be eligible for posted fees and must include payment at the time of registration. CADAT will not process a registration without receiving a form of payment. Submission of a conference registration without payment does not reserve course seating nor preserve a fee deadline with payment pending – such registrations will be returned without processing.
- **Conference fees are non-refundable and non-transferrable once processed.**
- CADAT does not accept Purchase Orders (PO's) for conference. No personal checks. See page 3 for accepted forms of payment.
- Conference attendees shall be allowed to participate in all registered events provided selected package fees have been paid, the member is eligible to attend the event(s) in accordance with the Manual of Operating Procedures, and the member is deemed in good standing. In the event a registration is cancelled, all courses and events reserved for the member will be cancelled and seats will be issued to other registrants. In the event the registration is reinstated, by either the member or the Association, the new registration will be ticketed with only those courses and events that are still open at the time of reinstatement which may not be the same courses from the previous registration.
- The processing of credit/debit card information provided on this application is the member's responsibility or that of the person authorizing the use of such data in the payment of these fees. The authorizing signatory is approving such charge and any dispute of a charge to the account shall be reported and resolved by contacting the Association prior to any dispute filing with the card company. Should a charge be disputed or voided without contacting the organization to resolve the matter, a service fee of \$35 shall be charged to the member for fees incurred by the Association.
- CADAT reserves the right to refuse processing of any event registration or membership application in accordance with the Association Bylaws.

2016 Conference & CE Day Event Selections:

Use page 5 only to reserve your selected events for the conference. Conference Schedule of Events can be found on pages 7 and 8. Course descriptions can be found in the Conference Program, downloadable from the CADAT website.

Special Conference Attendee Notes:

- ✓ **EVENTS:** Attendees are reminded that all events you plan to attend and purchase need to be indicated on the registration form. If no selections are indicated, including those included in the registration fee, your registration will be delayed in processing. Each meal is available for the conference fee and is not an additional fee, unless indicated otherwise. On-site exceptions cannot be made without significant additional cost to the attendee.
- ✓ **2016 CHECK-IN REQUIREMENTS:** Attendees will be required to present a photo ID at check-in to confirm participant identification. If at all possible, CADAT membership cards should also be presented; however, at minimum a photo ID is required.
- ✓ **DRESS CODE:** Attendees are asked to consider the presence of special guests from other associations and professional organizations attending the CADAT Annual Conference and the impression you make as a representative of your school, program and institution. Business-casual is the dress appropriate for conference and does not include sweats, shorts, or loungewear. Where indicated, receptions or ceremonies given by the Association for invited dignitaries or honorees will require attendees to wear evening wear such as jackets, slacks and cocktail reception attire.

Submit Completed Pages 4 – 6 with Payment		Acceptable payment methods:
By mail: CADAT 1024 Iron Point Road, Suite 100-1345 Folsom, California 95630 Questions? Contact Colleen Kirby-Banas at (916) 357-6680 at the Foundation central office for all registration and related questions or concerns.	By fax: (916) 357-6683 By eMail: office@theFADE.org	<ul style="list-style-type: none">• Credit/debit cards; requires 3-digit security code from back of card (Am Ex 4-digit code on front of card).• No personal checks will be accepted; cashier's checks and money orders accepted.• Institutional checks accepted.• No purchase orders.

Notice to Registrants:

Be advised that CADAT does not always process membership applications or conference registrations upon receipt. Verification letters, receipts, and conference packets are not issued until payment processing is completed which **may be 2 to 3 weeks after registration forms and/or membership applications are received by mail, email or fax.**

While we strive to process documentation in a timely manner, the organization may not always be able to provide verification letters or charge receipts within 30 days. Institutions requiring such documentation are encouraged to accept credit card statements or cancelled checks as verification of the date of payment processing. Copies of payment receipts for credit cards will be included in attendee conference package – institutional staff are advised to contact the employee directly for copies of credit card receipts.

Attendee Information:

Print Last Name:

Print First Name:

Home Street Address: (Will be used for mailing conference confirmation)

Apt/Bldg #:

City:

State:

Zip:

Home/Cell Phone (include area code):

Work Phone (include area code):

CADAT Membership Status:

CADAT Membership #: *(Write "pending" if newly applied/renewed as a member)*

☐ Current 2016 Member

Membership #:

Non-Members: Non-member event fees include the option to join CADAT for the annual fee of \$120 for 2016. Please indicate whether you ***are or are not*** accepting membership into CADAT (terms and conditions apply). A CADAT membership document will be sent to you to complete and submit prior to or at the conference event.

☐ Yes, I would like 2016 membership

☐ No, I am not interested in CADAT membership

Print Full Name of School Where Employed or Business Name – **No Abbreviations Please:**

School/Business Street Address:

Suite/Bldg #:

City:

State:

Zip:

E-mail Address: *(Email address required for electronic information to be sent)*

Are you the Program Director of record for your dental assisting or hygiene program? ☐ Yes ☐ No

Registrants:

Review the following policy statements, check each box acknowledging your acceptance and understanding of each, and sign below.

Go to Page 6 to select conference events and provide payment information.

<input type="checkbox"/>	<i>I have read through, understand and accept the terms and conditions of conference registration and attendance as stated on pages 1 to 3 of the conference registration packet.</i>
<input type="checkbox"/>	<i>Upon receipt, I will review the 2016 CADAT Conference Code of Conduct and agree to abide by such code as an attendee of the conference.</i>
<input type="checkbox"/>	<i>I understand that fees paid for conference and/or membership are non-refundable and non-transferrable, that my conference registration is mine, and my event/meal tickets cannot be used by any other person or persons without the express written consent of the Association in advance.</i>
<input type="checkbox"/>	<i>I understand that during the Annual Conference, photographs may be taken by association volunteers, staff and third-party vendors hired to chronicle the event through photography and that such images are the property of CADAT. I hereby consent to their use, as deemed necessary, by the Association for publications, advertising, marketing, association publications, website, social media outlets and member promotional materials benefitting CADAT.</i>
<input type="checkbox"/>	<i>I understand that I may not send another person, member or non-member, to the Annual Conference in my place in the event that I am unable to attend and that such individual will not be processed at event check-in.</i>
<input type="checkbox"/>	<i>I understand that I may not present, distribute or sell any product, material or device whether for personal gain or fundraising purposes to anyone attending the CADAT Annual Conference nor use the Association event for the purposes of sales, marketing, advertising or promotion of any kind; I agree to abide by such policies and understand that the Association will preserve and protect such conditions to the fullest extent of the law.</i>
<input type="checkbox"/>	<i>I understand that the processing of credit/debit card information provided on this application is my responsibility or that of the person authorizing the use of such data in the payment of these dues. The authorizing signatory is approving such charge and any dispute of a charge to the account shall be reported and resolved by contacting the Association prior to any dispute filing with the card company. Should a charge be disputed or voided without contacting the organization to resolve the matter, a service fee of \$35 shall be charged to the member for fees incurred by the Association.</i>

Attendee Signature of Acknowledgement

Date

For Office Use Only:

Date Rec'd	Date Processed	Method	Amount	Member #	Member Database	Conf Database	Credentials Sent	Notifications

Conference Reservations: Select a package below – review all data carefully before making your selections. Incomplete reservation data will delay processing of your conference registration. Go to Pages 7 and 8 for preliminary event schedule.

Package One: Friday CE Day and Saturday Educators Day		Regular Fee Jan. 23 to March 5, 2016	Late Fee March 6 to April 3, 2016
Member Fee (Circle one fee based on date of registration) →		\$449	\$549
Non-Member Fee (Circle one based on date of registration) →		\$569	\$669
Optional: Friday, April 22 Evening Event			
Included with Member and Non-Member Registration – All packages “Demos, Drinks and Desserts” Vendor Reception		Attendees: This is a ticketed event – reservation is required <input type="checkbox"/> I am attending this event <input type="checkbox"/> I am not attending this event	
Package Two: One-Day-Pass – Friday CE Day		Regular Fee	Late Fee
All Attendees – Same fee for members and non-members → (Circle one fee based on date of registration)		\$179	\$199
Package Three: One-Day-Pass – Saturday Educators Day		Regular Fee	Late Fee
Members (Circle one fee based on date of registration) →		\$329	\$429
Non-Members (Circle one fee based on date of registration) →		\$395	\$495

Sunday, April 24: CADAT Member Business Meeting 8:00 am – 12:00 noon		
CADAT Members Only: Included with Member Registration Business & Information Session		Members: This is a ticketed event – reservation is required <input type="checkbox"/> I am attending this event <input type="checkbox"/> I am not attending this event
Total fees to be paid:	\$	

Payment Method					Credit Card Number (no dashes or symbols)	
<input type="radio"/> Institutional Check Ck #:		<input type="radio"/> VISA <input type="radio"/> MC <input type="radio"/> Discover <input type="radio"/> Amex				
Exp. Date:		Sec. Code:		Print Name on Card:		Authorizing Signature:
		/				

2016 CADAT Annual Conference and CE Event Schedule

Friday, April 22, 2016 – 10 CE units includes continental breakfast and lunch – open to all dental healthcare providers

Date: Friday, April 22 FADE CE Day Event	Speaker Lecture Topic	General Session/Break Times	Location	CE
Breakfast Service – included in event fee		7:00 am – 8:00 am		
Lecture 1:	Kathleen Shanel, DDS <i>Mandatory Reporter: The Neglected Topic in Dental Practice Act Education</i>	8:00 am – 10:00 am	Grand Ballroom	2 units
Mid-Morning Break		10:00 am – 10:15 am	Foyer	
Lecture 2:	Noel Kelsch, RDHAP, BS <i>Ecstasy and Poppy Seed Tea; What Does That Mean To Me? Street Drugs and Dental Implications</i>	10:15 am – 12:00 noon	Grand Ballroom	2 units
Lunch Service – included in event fee		12:00 – 1:00 pm		
Lecture 3:	Monica Monsanto, RDA, RDH <i>A New Spin on Polishing: A Look at the Science, the Surface, and Product Selection</i>	1:00 pm – 3:00 pm	Grand Ballroom	2 units
Mid-Afternoon Break		3:00 pm – 3:15 pm	Foyer	
Lecture 4:	Jo-Anne Jones, RDH <i>Sex and Oral Health: What's the Connection?</i>	3:15 pm – 5:00 pm	Grand Ballroom	2 units
“Demos, Drinks and Desserts” Vendor Reception				
Included with Member and Non-Member Registration – All packages		6:00 pm – 9:00 pm	Grand Ballroom	2 units

Saturday, April 23, 2016 – Educators Day – 8 CE units includes continental breakfast and sponsored lunch - open to members and non-members of the educational community

Date: Saturday, April 23 CADAT Educator Events	Speaker Lecture Topic	General Session/Break Times	Location	CE
Breakfast Service – included in event fee		7:00 am – 8:00 am		
Morning Session	OSAP Presentation - TBD	8:00 am – 12:00 noon	Grand Ballroom	4 units

(continued next page)

Lunch Service – included in event fee		12:00 – 1:00 pm		
Afternoon Session	DANB Presentation – TBD Facilitated Roundtables for Educators - TBD	1:00 pm – 5:00 pm	Grand Ballroom	4 units

Sunday, April 24, 2016 – CADAT Members Business Meeting

Date: Saturday, April 23 CADAT Educator Events	Speaker Lecture Topic	Location	CE
8:00 am – 12:00 noon <ul style="list-style-type: none"> Teresa Lane – Dental Board of California – Enforcement Unit CADAT Business Meeting – CADAT Executive Committee 		Grand Ballroom	TBD