

# HCANJ CONVENTION & EXPO FACILITY RULES & REGULATIONS

By submitting a facility registration form and paying the appropriate fees to attend the HCANJ Annual Convention and Expo you agree to all terms written below and to honor the rules and regulations of the show.

**REGISTRATION POLICY:** Registration is **PER FACILITY, NOT PER INDIVIDUAL**. In order to register, the facility must include the complete facility badge registration form listing the names of their employees who will attend. Attendees must be employed by the facility that is registering them.

Companies who own and/or manage more than one facility MAY NOT register all facilities under their company name.

Corporate offices must register independently using the facility registration form and pay the facility registration fee as indicated on the form.

Registration will not be accepted without the completed facility registration form and payment in full.

**INFRACTION POLICY:** The Health Care Association of New Jersey (HCANJ) reserves the right to accept or refuse the registration for any individual; and, once an individual is on the convention floor, to require their immediate removal, whenever HCANJ considers such individual to be detrimental to its business, professional or ethical interests or to the general public, or whose behavior does not meet the professional standards of HCANJ. Any infraction of the HCANJ Rules and Regulations by a registered facility's employee may result in the facility's employee(s) being escorted from the convention and refused registration for future conventions and conferences. All points not covered will be settled by HCANJ and its decision will be final.

**CANCELLATIONS:** Once registered and paid in full, there are no refunds.

**LIABILITY:** The registered facility and/or corporate office and its representatives, agents or employees assume full responsibility and liability for all loss, damage caused, either directly or indirectly, by the facility and/or corporate office or any of its representatives, agents or employees to the property of its representatives, agents or employees, or the property of Harrah's Resort Atlantic City and HCANJ. The facility and/or corporate office and its representatives, agents or employees assume full responsibility and liability for all injury, loss or damage to any and all persons caused, either directly or indirectly, by the registered facility/corporate office or any of its representatives, agents or employees. Neither Harrah's Resort Atlantic City nor HCANJ shall be responsible, nor will either be deemed responsible, for any injury, loss or damage that may be incurred by the registered facility and/or corporate office, its representatives, agents or employees or any other person, or that may occur to any property, prior to, during, or subsequent to the period covered by this agreement. The registered facility and/or corporate office and its representatives, agents and employees hereby expressly release Harrah's Resort Atlantic City and HCANJ from and against any and all claims for such injury, loss or damage to person or property. The furnishing of guards by HCANJ shall not be deemed as an assumption by HCANJ of any liability whatsoever for any purpose, and neither Harrah's Resort Atlantic City nor HCANJ shall be, nor shall either of them be deemed to be, responsible for personal/registered facility and/or corporate office property or materials.

**DRESS CODE:** Casual business attire.

**REGISTRATION PACKETS & BADGES:** Registration includes unlimited access to all educational programs during the convention, and daily exhibit arena activities. Registration packets may be picked up at the HCANJ Registration Desk. Each packet will contain an identification badge, "Passports To Prizes" ballots, and other applicable notices. Registration packets are non-transferable and will not be given to anyone other than the persons to whom they have been issued. If it is found that a badge is used by anyone other than the registered individual whose name appears on the badge, it will be confiscated and made unavailable for use by anyone for the duration of the convention, including the person whose name is on the badge. No one will be allowed entrance to HCANJ functions without a proper badge.

**PRIZE DRAWINGS:** Attendees must be registered with a healthcare facility in order to be eligible to win daily prizes. The "Passports to Prizes," which are included with your badge must be completed correctly and placed in the prize drawing drum in order to be eligible. Individuals must be present in order to claim a prize. No one else may claim a prize for a winner who is not present. Complete rules can be found on the "Passport to Prizes."

**ADMINISTRATOR EDUCATION CONTACT HOURS:** This continuing education program is approved for LNHA and CALA by the Health Care Association of New Jersey (HCANJ) and is in compliance with N.J.A.C. 8:34-7.3 to provide licensed nursing home administrator (LNHA) and certified assisted living administrator (CALA) education credits accepted by the Nursing Home Administrators Licensing Board (NHALB). This education activity may only be used for continuing education credit and not to meet academic college credits. PA and DE credits have been submitted to the State Board of Examiners of Nursing Home Administrators and are pending approval.