

Join NAHUC in preparing for the future & striving for excellence during this one-of-a-kind, 3-day professional development event.

FACING THE FUTURE TOGETHER

AUGUST 17-19, 2022
HOLIDAY INN CHICAGO NORTH-EVANSTON
1501 SHERMAN AVENUE
EVANSTON, IL 60201-4416



The National Association of Health Unit Coordinators (NAHUC) 40th Annual Education Conference is open to all Healthcare Support Team Members and their supervisors, educators, and administrators and all audiences involved in health care. This includes, but is not limited, to health unit coordinators, unit secretaries, unit clerks, ward clerks, business service associates, healthcare support associates, health unit assistants, medical secretaries, medical assistants, nursing assistants, patient care associates, patient access staff, and unit customer service representatives.

NAHUC's 40th Annual Education Conference August 17-19, 2022

The National Association of Health Unit Coordinators, Inc., is dedicated to promoting health unit coordinating as a profession through education and certification, complying with the NAHUC Standards of Practice, Standards of Education and Code of Ethics.

NAHUC Continuing Education Contact Hours:

Thirteen and three quarters (13.75) NAHUC education contact hours are available for this conference. Any attendee who is absent from an education session for 15 minutes or longer will not be eligible to receive credit for that session. At the time of publication, NAHUC is seeking approval for American Association of Medical Assistants (AAMA) continuing education units for select sessions. Watch NAHUC website for more details.

Conference Site and Accommodations

Hotel

Holiday Inn Chicago North-Evanston
1501 Sherman Avenue
Evanston, IL 60201-4416

Reservations can be made by calling (800) 465-4329 and referencing the NAI Group Code or by visiting the personalized booking link:

https://www.holidayinn.com/redirect?path=rates&brandCode=HI&localeCode=en®ionCode=1&hotelCode=CHINE&checkInDate=14&checkInMonthYear=072022&checkOutDate=20&checkOutMonthYear=072022&P_MID=99801505&GPC=NAI&cn=no&viewfullsite=true

Room Rates*

(If booked before July 21 at 5:00 pm central and subject to availability*)

Single/Double = \$105.00 plus 14.5% room tax*

The Holiday Inn Chicago North requires all reservations must be guaranteed with a major credit card or one night's deposit. **Refunds issued only if cancellation notice received by 3 PM local hotel time at least 24 hours prior to arrival.** Check-in time is 3:00 PM and check-out time is 12:00 PM.

This rate is available from August 14-19, 2022 and for a period of four days before and four days after the meeting dates, subject to availability of rooms at the time of reservation to accommodate those who wish to extend their visits.

Transportation and Parking*

Airport

The Holiday Inn Chicago North - Evanston is 16 miles northeast of O'Hare International Airport (ORD), which offers 2,400 flights daily on a number of different airlines. We recommend flying into O'Hare (ORD) instead of Midway (MDW) because ORD is closer and any airfare savings with MDW will be offset by more costs and challenges with ground transportation.

Ground Transportation*

The conference hotel does **not** offer an airport shuttle. Allow 30-60 minutes travel time from ORD to the conference hotel depending on traffic. Be sure to ride a **suburban** taxi or ride share because Chicago taxis go only downtown Chicago and not to Evanston.

Rideshare or Transportation Network Provider (Uber, Lyft, etc.)

Confirm where to meet their vehicle. There are designated ride share spots outside the arrivals area on **second floor**. Terminal 2 - waiting area Upper Level between Door 2A and Door 2D

Taxi

There are Taxi Stands at the lower-level curb front (outside of Baggage Claim) at each terminal. Suburban Taxi service is available to Evanston. Please make sure to use the designated Taxi Stands to ensure you have a licensed driver. Take an additional 10% off of your American Taxi ride with Promo code NAHUC (bringing the cost down to \$37 one way at time of printing). (847) 673-1000

<http://order.americantaxi.com/ATOnlineOrderWeb/business.htm?key=447463>

Trains

Evanston is served by two train systems: the Chicago Transit Authority "L" and Metra. The Chicago Transit Authority (CTA) "L" Purple Line makes 7 stops in Evanston with the Dempster stop being closest to Holiday Inn. If you are flying into O'Hare airport (on the Blue Line), you will first take your train to downtown Chicago, then connect to the Purple Line train to head north to Evanston.

Transportation and Parking*

Once at the Holiday Inn, the CTA “L” runs frequently between Evanston and Downtown Chicago. Get on the Purple Line at the Dempster Street stop close to Holiday Inn and transfer to the Red Line at the Howard Street Stop. Then take the Red Line to your desired stop in Downtown Chicago. During peak commute times, these “L” trains run express from downtown Chicago, so you can get to Evanston even faster.

Metra is the convenient suburban commuter rail system for the Chicagoland area. The Metra’s Union Pacific North line Davis Street stop is a few blocks from the Holiday Inn.

Buses

The CTA and Pace also operate bus routes around Evanston and Chicago.

Hotel Parking*

The Holiday Inn Chicago North -Evanston offers parking for a fee in their garage and has offered a 50% discount to attendees staying at the Holiday Inn .

Self-Parking:

\$9.00 plus tax per car, per overnight

*** Please note that hotel tax, transportation and parking rates are all subject to change.**

Offsite Group Activity

Wednesday, August 17, from 4:30-6:00 PM

Cupcakes and Cocktails*

Tapville Social

810 Grove Street

Evanston, IL 60201

Tapville Social is pairing cupcakes with signature cocktails. Join us for an event to sample four delicious cupcakes and four selected hand-crafted cocktails.

Tapville Social is steps away from the Holiday Inn Chicago North – Evanston, just one tenth of a mile down the street and around the corner.

Kick off your Wednesday evening and conference experience by joining your peers at this informal get-together. Meet and network with healthcare support team members from across the country. Guaranteed to energize you for the rest of your evening!

*Mocktails will be substituted if non-alcoholic beverages are preferred.

\$39.00 USD per Adult includes tax and tip.

Schedule of Events

Monday, August 15

8:30 AM-5:00 PM Board of Directors Meeting
(Participants are encouraged to observe board meetings.)

Tuesday, August 16

8:30 AM-5:00 PM Board of Directors Meeting

Wednesday, August 17

12:00 PM-1:00 PM Registration
1:00 PM-2:15 PM Welcome & Session 1
2:30 PM-4:00 PM Education Session 2
4:30 PM-6:00 PM Offsite Group Activity (no ceu's awarded)

Thursday, August 18

Ongoing Healthy H.U.C.
7:30 AM-8:00 AM Breakfast
8:00 AM-9:00 AM Education Session 3
9:15 AM-10:15 AM Education Session 4
10:30 AM-11:30 PM Education Session 5
11:45 AM-12:45 PM Lunch and Annual Business Meeting (no ceu's awarded)
1:00 PM-4:00 PM Education Session 6

Friday, August 19

Ongoing Healthy H.U.C.
7:30 AM-8:00 AM Breakfast
8:00 AM-9:00 AM Education Session 7
9:15 AM-10:15 AM Education Session 8
10:30 AM-11:30 AM Education Session 9
11:30 AM-12:45 PM Lunch on own
12:45 PM-1:45 PM Education Session 10
2:00 PM-3:00 PM Education Session 11
3:00 PM-3:30 PM Closing Ceremony

The NAHUC Program Committee reserves the right to make changes in the program and cannot be held liable for any scheduled event failing to be presented. Be aware that certain procedures and events of the conference are recorded. Your attendance is an implied consent. Please contact the Program Chairperson via the NAHUC office if you have any concerns. For your comfort, we recommend dressing in layers since it is difficult to regulate the classroom room temperatures to please everyone.

Special Events

NAHUC Board of Directors Meetings (Monday and

Tuesday 8:30 AM-5:00 PM)

If you are looking to enhance your career, holding a position on the NAHUC Board of Directors is very worthwhile. If you are interested in serving, but have not observed a NAHUC board meeting, please consider watching the board in action.

T.E.D. Talks Thinkers, Educators, and Doers (Thursday)

Poster Presentations and T.E.D. Talks are designed to allow healthcare support team members to share their recent innovations, advances, and discoveries related to their profession or a topic of their expertise.

Presentations may address any area of health unit coordinating such as order management, coordination of health unit, equipment, and technical procedures, communication/customer service and professional development. NAHUC is particularly interested in posters and talks that share imaginative and innovative responses to challenges and opportunities faced by health unit coordinators in their diverse work roles and settings.

Healthy H.U.C. (Thursday & Friday) Participate in the physical activity of your choice each day. Daily participation cards will be available to enter a drawing for a prize.

Breakfast (Thursday & Friday, 7:30-8:00 AM)

NAHUC Luncheon/Annual Business Meeting

(Thursday, 11:45 AM-12:45 PM)

There is no additional fee for registered conference attendees for this. The annual NAHUC business meeting is held during this time. The national annual awards are presented during the meeting. All registered conference attendees are encouraged to participate; only members may vote.

Exhibitor and Chapter Display Tables

For a vendor/exhibitor or chapter table agreement form, visit www.nahuc.org or contact the NAHUC office by June 1, 2022.

Memorial Display

The Memorial Display is in memory of those friends of NAHUC who have passed on. If you know of someone to honor, please contact the NAHUC office prior to conference.

Tourism and Networking

To plan your visit, you may start by visiting the Chicago North Shore Convention & Visitors Bureau at

<https://www.visitchicagonorthshore.com/Evanston>

Other Evanston tourism sites include:

<https://www.northwestern.edu/studentaffairs/dos/families/things-to-do-chicago-evanston.html>

and

<https://www.thecrazytourist.com/15-best-things-to-do-in-evanston-il/>

You may want to include time to explore Chicago and other iconic attractions in Illinois, too. Visit

<https://www.choosechicago.com/plan-your-trip/visitor-resources/request-visitor-guide/>

and <https://www.enjoyillinois.com/>

Please note there is a limited number of lodging rooms at the reduced rate and a limited number of conference supplies and handouts based on the number of registrations received. While every attempt will be made to accommodate late and on-site registrations, no guarantee can be made that space will be available for late and on-site registrations

Education

13.75 NAHUC contact hours will be available during the three-day conference.

Our speaker roster has not been finalized yet. However, you can be assured that all education topics presented at conference must fall under the topic categories of the health unit coordinator certification exam. To summarize, all sessions will be related to at least one of the four broad content areas: 1. Order management, 2. Coordination of health unit, equipment, and technical procedures, 3. Communication/customer service, and/or 4. Professional development.

More details about topics and speakers will be available in Spring 2022 in the finalized version of the conference brochure.

Early Bird Registration

To guarantee the lowest price, we recommend that you make your hotel reservations as soon as possible and submit the following registration form before the July 1 deadline.

This early bird version of the brochure is being made available for those of you who desire to register at the lowest rate. You do not have to wait for the finalized version of the brochure to register for the conference.

Details about topics and speakers will be available in the finalized version of the brochure later this spring.

Please contact the NAHUC office with any questions at office@nahuc.org or 815-633-4351 or visit www.nahuc.org.

Photo and Quote Credits

Cover photos courtesy of the Chicago North Shore Convention & Visitors Bureau.

NAHUC 2022 Conference Registration Form

<p style="text-align: center;">Complete the Following Fields</p> <p>Name: _____</p> <p>Email: _____</p> <p>Mobile Phone: _____</p> <p>Mailing Address: _____ _____</p> <p>Job Title: _____</p> <p>NAHUC Member#: _____ 1st-time Attendee? __ (Yes)</p> <p>Employer: _____</p> <p>Include Institutional Provider # if applicable _____</p> <p>Check all attending:</p> <p>Wednesday, August 17</p> <p>___ 1:00-PM-2:15 PM Session 1</p> <p>___ 2:30 PM-4:00 PM Session 2</p> <p>___ 4:30 PM-6:00 PM Mixer (offsite- add'l charge, no contact hours)</p> <p>Thursday, August 18</p> <p>___ 8:00 AM-9:00 AM Session 3</p> <p>___ 9:15 AM-10:15 AM Session 4</p> <p>___ 10:30 AM-11:30 AM Session 5</p> <p>___ 11:45 AM-12:45 PM Lunch & Annual Business Meeting (no contact hours awarded)</p> <p>___ 1:00 PM-4:00 PM Session 6</p> <p>Friday, August 19</p> <p>___ 8:00 AM-9:00 AM Session 7</p> <p>___ 9:15 AM-10:15 AM Session 8</p> <p>___ 10:30 AM-11:30 AM Session 9</p> <p>___ 12:45 PM-1:45 PM Session 10</p> <p>___ 2:00 PM-3:00 PM Session 11</p> <p>___ 3:00 PM-3:30 PM Closing Ceremony</p> <p style="text-align: center;">Refund Policy: 100% if requested by June 1, 2022 50% if requested after June 1, but before July 1. No refunds after July 1, 2022.</p> <p>All refund requests must be made in writing and postmarked with date stipulation above. Registration is transferable to another registrant for the 2022 annual conference only. Please contact the NAHUC office at 815-633-4351 or office@nahuc.org with any questions.</p>	<p style="text-align: center;">Registration Fee Discounts For 3-Day Attendance</p> <ul style="list-style-type: none"> • Deduct \$5.00 if paying by check or money order. • NAHUC Member discount already calculated in fee structure below. Call the NAHUC office at 815-633-4351 or visit www.nahuc.org to join NAHUC now. • Institutional Providers (IP) receive deferred registration for one attendee from IP. • Students receive a 50% discount with proof of enrollment in a health unit coordinator program. • Group Discount: Send Your Team and Save! For every 4 registrations, deduct \$100.00 off the total group payment. <p>Group Discount Eligibility</p> <ol style="list-style-type: none"> 1. All registrations must be submitted at same time together. 2. One single payment must be made for a group at time registrations are submitted. 3. Conference attendees must be registered at the conference hotel under the NAHUC group code. Exception will be made for local attendees not utilizing hotel lodging. 4. Cannot be combined with IP, speaker or student discount. <p style="text-align: center;">Fees</p> <p style="text-align: center;">Conference registration fee includes Thursday's & Friday's breakfasts and Thursday's lunch. It does not include transportation or lodging or other meals or activities.</p> <p>Check All Attending and Add for Total</p> <ul style="list-style-type: none"> • Wednesday Evening Mixer at Tapville \$39 _____ • Full 3-day Conference for non-members _____ Before 7/1=\$335.00, After 7/1=\$410.00 • Full 3-day Conference for NAHUC members _____ Before 7/1=\$275.00 After 7/1=\$350.00 • Weds Only =\$100.00 non, \$75.00 members _____ • Thurs Only =\$180.00 non, \$155.00 members _____ • Fri Only =\$155.00 non, \$130.00 members _____ • Thursday Lunch for guest or plus 1 = \$35.00 _____ -Deduct \$5 if paying by check or money order _____ -Deduct \$100 if paying for a group of 4 _____ =Total Amount Due USD = _____ \$ _____ <p>Method of payment</p> <p><input type="checkbox"/> Check or Money order payable to NAHUC</p> <p><input type="checkbox"/> Charge my <u> </u> VISA <u> </u> MasterCard <u> </u> Discover <u> </u> AmEx</p> <p>Card #: _____</p> <p>CVV# _____ Exp. Date: ____/____/____</p> <p>Name on card: _____</p> <p><input type="checkbox"/> Visit the shopping page on the NAHUC website to pay by debit or credit card. http://www.nahuc.org/#/shop/4565487010</p>
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Mail to NAHUC, PO Box 1898, Rockford, IL 61110 or fax 815-633-4438 or email office@nahuc.org

All registrations must be mailed, faxed or emailed prior to July 31, 2022.

Those registering after July 31 must register in person on-site.

Registration for conference is not processed or confirmed until payment is received in full.