

# **LAKE CUMBERLAND HEALTHCARE SYMPOSIUM**

## **RULES AND REGULATIONS**

### **“PARTICIPANTS”**

#### **VISION**

Lake Cumberland Healthcare Symposium started as a joint effort between Russell County EMS, Stanford EMS, and Air Evac Lifeteam which founded the first annual Lake Cumberland Healthcare Symposium in 2013. This was a collaborative effort to bring new healthcare knowledge and skills to the rural communities we practice in.

#### **MISSION**

To continue to provide an educational symposium, that is both cost effective and fun to the healthcare industry. We will continue to work toward providing quality continuing education to Emergency Medical Services, Nursing, Respiratory, Radiology, and Fire services.

#### **CONFERENCE COMMITTEE**

The conference committee will be made up of a group of healthcare providers that volunteer their time that is mission focused on providing quality education and follow the mission of Lake Cumberland Healthcare Symposium.

Co-Director Michael Reynolds  
Co-Director Tiara Knifley

Committee Member Ashley Powell  
Committee Member Kimberly Bowen  
Committee Member Michael Ruhe  
Committee Member Jeff Godby  
Committee Member Stephanie Logsdon  
Committee Member Zachary Burton  
Committee Member Shaun Hale  
Committee Member Tim May

Additional Committee members may be appointed annually based on vendor sponsorship commitments and committee needs.

#### **CONFERENCE STAFF**

The conference staff will be made up of individuals that strive to assist in providing the most quality education possible. These individuals will be volunteers that work hard and dedicate their time to make our conference a success.

#### **FINANCIAL**

Any and all proceeds in regards to Lake Cumberland Healthcare Symposium will be directed and go to Russell County EMS. The Assistant Director or Director of Russell County EMS will be the treasurer of the Lake Cumberland Healthcare Symposium.

#### **RULES AND REGULATIONS**

A list of rules and regulations will be created and maintained by the conference committee. A copy of the rules and regulations will be available to all participants and vendors.

#### **CONTINUING EDUCATION CREDIT**

Continuing Education credit will be issued by another agency. Lake Cumberland Healthcare Symposium does not issue the continuing education and cannot guarantee credit for attendance unless approved by the Board of the agency issuing the credit.

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### **“PARTICIPANTS”**

#### **FACILITY**

All participants and vendors must follow all rules of the current facility Lake Cumberland State Resort Park.

#### **Examples**

No food or drinks allowed in non designated areas  
No Smoking or Tobacco use in non designated areas  
No firearms allowed except by sworn peace officers  
\*No Illegal Drugs allowed on premises

- May be allowed for demonstrational purposes or visual aids in reference to the educational benefit and it must be approved by a law enforcement officer

#### **REGISTRATION**

Early Bird registration will be open until 15 days prior to the start of the symposium. The regular registration period will then open and run through the last day of the symposium. In the event that the registered participants over exceed the capacity of our current location then the participants will be chosen by a first come first serve basis and refunds would be issued to any participant that was not selected to attend based on exceeding the capacity of the facility.

#### **RETURNED CHECK FEE**

There will be a \$25.00 for all checks that are returned due to insufficient funds.

#### **REFUNDS**

In the event that a participant cannot attend the event and requests a refund, then the participant can submit in writing via email to [conference@rcems.com](mailto:conference@rcems.com) and request one of the following:

- Participant can transfer all the registration to another person at any time.
- Participant can request refund until 30 days prior to the conference and receive a full refund
- No refund requests will be honored after the 30 days prior to the conference.

#### **CANCELLATION & REFUNDS**

In the event that Lake Cumberland Healthcare Symposium Staff chooses to cancel the event with out a reschedule date then a full refund will be given to all participants. In the event of severe weather or other uncontrollable circumstance that causes the event to be cancelled then the committee may issue a reschedule date. The information will be updated at [www.rcems.com](http://www.rcems.com) and every attempt will be made by staff to contact each participant via email or phone to notify everyone of the cancellation. The reschedule date will be posted at [www.rcems.com](http://www.rcems.com) and attempts will be made for notification via email to all participants. Once the notification is made, participants will have (7) days to request a refund. No refunds will be issued after the 7-day period ends.

#### **PHOTO, AUDIO, VIDEO RECORDINGS**

Lake Cumberland Healthcare Symposium staff reserves the right to use any and all photo, audio, and video recording for the purpose of advertisement. If a participant chooses to opt out of Lake Cumberland Healthcare Symposium staff to use any photo, audio, and video recording then the participant must submit that request in writing to the Lake Cumberland Healthcare Symposium conference committee at least 24 hours prior to the start of the symposium.

#### **RELEASE OF INFORMATION**

Lake Cumberland Healthcare Symposium reserves the right to release participant contact information to sponsors and vendors that participate at the Lake Cumberland Healthcare Symposium. If a participant chooses to opt out of allowing Lake Cumberland Healthcare Symposium staff to release any of their contact information, then the participant must submit that request in writing to Lake Cumberland Healthcare Symposium staff upon completion of the on-line or written registration form.