



CONFERENCE REGISTRATION

STEP 1: HOTEL ACCOMMODATIONS

Health Insights has contracted a limited number of rooms at a reduced rate at the Four Seasons Washington, DC. To ensure that you are able to receive this rate, make reservations early and no later than September 13th. Rooms within the group block are limited and will sell-out before the reservation cut-off date.

Please note that information related to your hotel reservation is required in the online registration system. It is advised that you make your hotel reservations before initiating the online registration process.

STEP 2: TRAVEL ARRANGEMENTS

Attendees are responsible for securing their own travel arrangements. Health Insights provides transportation for conference-related events and activities.

STEP 3: REGISTER TO ATTEND

Everyone attending any part of the Fall 2011 Conference is **REQUIRED TO REGISTER** using the online registration system. This is needed for us to provide accurate head counts for each event as well as to send your meeting materials to you in advance of the conference.

Please visit the Health Insights website Fall 2011 Conference page at www.healthinsights.org to access the online registration portal.

STEP 4: CORPORATE MEMBERS ONLY— Insight Session Information Form

Each Corporate Member is responsible for submitting a completed Insight Session Information Form detailing the plans for the session they will host during the conference. To ensure that Health Insights is coordinating an Insight Session panel for your organization, completed forms are due no later than Friday, August 26th.