



Who Should Attend

This event has been designed to meet the educational needs of optometrists and optometry students.

Schedule Changes & Speakers

Schedules are subject to change to accommodate emergent situations. Delegates will be sent notifications via e-mail wherever possible and/or be informed through announcements on the registration site.

The OAO reserves the right to cancel its event, or any part of the meeting, due to unforeseen circumstances or to limit enrollment. Costs incurred, such as airline or hotel penalties, are the responsibility of the individual.

Cancellation Policy

Cancellations must be received in writing **by noon on Friday, November 2, 2018**. To receive a full refund less a \$25 administration fee, email kshah@optom.on.ca or fax 905-826-0625. Notifications received after this time will not be reimbursed.

Course Registration and Attendance

All continuing education courses are included in the base registration fee unless otherwise indicated.

The name badge provided in your delegate registration is required to be visible for participation in this full-day session. Registrants are required to attend the entire session to receive all applicable continuing education credits.

Each course attendee's badge will be scanned upon entry and when exiting at the end of the day. Continuing education credits are electronically recorded.

All attendees are required to attend the full length of the course. Course auditing is not permitted.

Continuing Education Credits

Delegates are requested to complete an evaluation of each session attended. The evaluation will be sent by e-mail after the closing of the event to the email address that you provided upon registration for this event.

Continuing Education Certificates will be sent by e-mail to each delegate within **four weeks** of completing the evaluation and uploaded to the ARBO CE Tracker Database.

It is the delegate's responsibility to provide OAO with the correct OE Tracker number upon registering. While OAO uploads the credits to the ARBO CE Tracker, delegates are encouraged to retain their

certificates. It is the responsibility of the delegates to maintain their continuing education records for reporting to College or State Licensing authority.

Course Handouts

Handouts will be provided in hard copy on site, and electronically following the event.

Course Approvals

Courses will indicate eligibility for Category A or Category B (industry sponsored) continuing education credit.

Audio and Video Recording Prohibited

Personal audio and/or video recording of presentations is not permitted and presentations cannot be rebroadcast.

Photography

All delegates accept that by participating in an Ontario Association of Optometrists (OAO) event, they may be photographed or videotaped during the event. Consent is hereby provided to the OAO to use delegates' images by name or without, whether alone or with other persons, for the purpose of promotional or educational material, publications, on the OAO website or any other form of media.

All delegates waive any right to be compensated or to inspect or approve photo images. Furthermore, all delegates agree to hold OAO free and harmless from any claims when used lawfully within the scope described above.

Delegate Information

Delegates who register for a sponsored event (including breakfasts, lunches, reception events, etc.) will have their delegate information shared with sponsors.

Electronic Communication

Delegates who register for OAO events agree to receive electronic communications from OAO related to the current and other education events.