



February 9, 2012

TO: State Delegates, ASHP House of Delegates
Presidents and Executive Directors, ASHP Affiliated State Societies
ASHP Past Presidents
Section and Forum Chairs
Fraternal Delegates

FROM: Kasey K. Thompson, Pharm.D.
Vice President, Office of Policy, Planning and Communications

SUBJECT: 2012 ASHP Regional Delegate Conferences

Regional Delegate Conference (RDC) Dates and Locations

The 2012 Regional Delegate Conferences have been scheduled for the following dates and locations. We have made a significant effort to select sites with convenient air connections and hotels with economical rates. We are pilot-testing a fourth RDC in Atlanta this year and will assess the feasibility of holding a fourth RDC in subsequent years.

May 5-6, 2012 (Sat/Sun)

Philadelphia, PA
Rosemont, IL
Phoenix, AZ
Atlanta, GA

May 7-8, 2012 (Mon/Tue)

Philadelphia, PA
Rosemont, IL
Phoenix, AZ
Atlanta, GA

RDC Registration Process

You may attend the RDC of your choice. However, in order to foster the appropriate level of participation in the discussion of House of Delegates business, we would like to ensure that no particular site has more than 25 delegates. **Before making your hotel and flight reservations please select which RDC you will attend by accessing the following link:** http://ashp.qualtrics.com/SE/?SID=SV_1H0sWONI7MDUr6k **and completing the on-line registration form. Only locations that are still open will be available for your selection. Sites that are full will not be displayed.** After submitting the form you should receive an email confirming that your registration was successful. In order to ensure that you are able to obtain your preferred RDC site, it is advisable that you register as soon as possible.

Suggestions for Open-Discussion Topics at RDCs

Suggestions for topics that should be considered for discussion at your RDC (i.e., practice-related issues or state-specific issues) can be submitted via the registration link above.

Regional Delegate Conference Schedule

Preliminary Day One Agenda

1:30 pm - 5:30 pm Discussion of HOD operations, agenda, and proposed policies
5:30 pm - 6:30 pm Break
6:30 pm - 9:00 pm Dinner and open discussion

TOGETHER WE MAKE A GREAT TEAM

Preliminary Day Two Agenda

7:00 am	Complimentary Continental breakfast
8:00 am -12:00 pm	House of Delegates agenda, operations, and open discussion
12:00 pm	Adjournment

Attendees

Delegates and alternate delegates to the ASHP House of Delegates (including ASHP Past Presidents, section and forum chairs, and fraternal delegates from the federal services) are the primary attendees at RDCs. State affiliate presidents and executives are also encouraged to attend.

State and alternate delegate attendance should be coordinated by the president of the state affiliate. If you have not already discussed RDC attendance from your state, you should do so now. If a state delegate is not able to attend the RDC, an alternate delegate should be considered to ensure coverage and receipt of the information from the conference.

The House of Delegates materials will be posted on the ASHP Web site by mid-April. Materials will not be mailed, so please make sure to access the House of Delegates Web site,

<http://www.ashp.org/hod>, to review the materials. It is imperative that all attendees review delegate materials in advance of the RDC and bring all relevant materials to the RDC.

Regional Delegate Conference Reimbursement

ASHP will provide \$300 for each certified delegate who attends the RDC. These funds will be sent directly to the affiliated state society for disbursement.

Reimbursement of delegates other than state delegates is handled directly between ASHP and the delegate.

Travel

The conference format requires an overnight stay by participants, and ASHP has made arrangements with each hotel for a special room rate for RDC participants. Hotel information, telephone numbers, Web sites, and contact references appear with the enclosed RDC listings.

Once you have completed the on-line registration, please call the hotel directly to make your room reservation as early as possible as the RDC rate is not guaranteed after the cutoff date listed. Be certain to indicate you are attending the "ASHP Regional Delegate Conference" to obtain the special rate.

ASHP's official travel agency is Association Travel Concepts and they can be contacted via the following link: <http://www.atcmeetings.com/>

2012 House of Delegates Schedule, Baltimore, MD

- The **House of Delegates Open Forum** will take place on Saturday, June 9 from 2:30-4:30 pm.
- The **Delegate Primer** (for all delegates and alternate delegates) will take place on Saturday, June 9 from 4:30-5:30 pm.
- The **House of Delegate Caucuses** will take place on Sunday, June 10 from 9:30-11:30 am, and on Tuesday, June 12 from 12:15-2:00 pm.
- The **First Meeting of the House of Delegates** will take place on Sunday, June 10 from 1:30-4:00 pm.
- The **Second Meeting of the House of Delegates** will take place on Tuesday, June 12 from 4:30-6:00pm.

Please refer to <http://www.ashp.org/hod> for more information about the House of Delegates.

2012 Regional Delegate Conferences

Hotel Information

Philadelphia ~ Rosemont ~ Phoenix ~ Atlanta

The 2012 Regional Delegate Conferences will be held in four cities from May 5 to May 8. Please note the following information as it pertains to each meeting location.

PHILADELPHIA



Embassy Suites Philadelphia Airport

9000 Bartram Avenue, Philadelphia, PA 19153

Tel: 1-215-365-4500 Fax: 1-215-365-3195

http://embassysuites.hilton.com/en/es/groups/personalized/P/PHLAPES-ASH-20120502/index.jhtml?WT.mc_id=POG

- Rates: \$130.00 Single/\$140.00 Double, Discounted Group Rate
- Reservations: Please call 1-800-362-2779 (or hotel directly at 1-215-365-4500) Identify yourself as an attendee of the ASHP RDC Regional Delegate group
- Cut-off Date: April 13, 2012
- Airport Shuttle: Call 215-365-4500 upon arrival for the 24 hour complimentary shuttle
- Parking: Discount parking at \$5.00 per day
- Departure: Hotel Shuttle will return you to the airport.
- ASHP Board: Gerry Meyer
ASHP Staff: Douglas Scheckelhoff
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ROSEMONT



DoubleTree Hotel O'Hare - Rosemont

5460 North River Road, Rosemont, Illinois 60018

Tel: +1-847-292-9100 Fax: +1-847-928-7659

http://doubletree.hilton.com/en/dt/groups/personalized/C/CHIDTDI-SHP-20120502/index.jhtml?WT.mc_id=POG

Rates: \$129.00 Single/\$139.00 Double, Discounted Group Rate

Reservations: Please call 1-800-756-5505 (or hotel directly at 1-847-292-9100)
Identify yourself as an attendee of the ASHP RDC Regional Delegate group

Cut-off Date: April 13, 2012

Airport Shuttle: Follow the **RED** signs and arrows to the Bus/Shuttle Center. Our shuttle runs every 20 minutes. Please look for a white shuttle van that has the DoubleTree logo.

Parking: Discounted Self Parking is \$13.00

Departure: Hotel Shuttle will return you to the airport.

ASHP Board: Kathy Schultz

ASHP Staff: Cynthia Reilly

PHOENIX



Embassy Suites Phoenix Airport at 24th Street

2333 East Thomas Rd. Phoenix, Arizona, United States 85016

Tel: 1-602-957-1910 Fax: 1-602-955-2861

<http://tinyurl.com/ASHPdelegatesConferencePHX2012>

Rates: \$119.00 Single/Double, Discounted Group Rate

Reservations: Please call 1-866-866-8102 (or hotel directly at 1-602-957-1910)
Identify yourself as an attendee of the ASHP RDC Regional Delegate group

Cut-off Date: April 13, 2012

Airport Shuttle: Call #54 from the phone board at baggage claim (or hotel directly at 1-602-957-1910)

Parking: Complimentary on-site parking is available

Departure: Complimentary Hotel transportation will return you to the airport.
Call the front desk and request prior to departure.

ASHP Board: Stan Kent
ASHP Staff: Brian Meyer

ATLANTA



DoubleTree Hotel Atlanta Airport

3400 Norman Berry Drive Atlanta, Ga 30344

Tel: 1-404-763-1600 Fax: 1-404-765-0200

http://doubletree.hilton.com/en/dt/groups/personalized/A/ATLANDT-ASH-20120502/index.jhtml?WT.mc_id=POG

- Rates: \$99.00 Single/Double, Discounted Group Rate
- Reservations: Please call the Hotel directly at 1-404-763-1600
Identify yourself as an attendee of the ASHP RDC Regional Delegate group
- Cut-off Date: April 13, 2012
- Airport Shuttle: Once you have retrieved your luggage proceed through baggage claim to the Shuttle area to Aisle 2. The shuttle departs every 30 minutes.
- Parking: Discounted Self Parking is \$5.00
- Departure: Complimentary Hotel transportation will return you to the airport. Shuttle departs every 30 minutes.
- ASHP Board: Phil Schneider
ASHP Staff: Bona Benjamin
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