



2024 QAAMS WORKSHOP

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Adelaide Convention Centre, 1 & 2 May 2024

Celebrating the 25th Anniversary of the QAAMS Program

Participant Information and Registration

Dear QAAMS Participant,

The next QAAMS Training Workshop will be held in Adelaide at the **Adelaide Convention Centre** on **1 and 2 May, 2024**. Being the 25th Anniversary of the QAAMS Program, we hope to celebrate this milestone together with leaders and participants, past and present, from around the Country. Below is some background information about the Workshop.

Program Outline:

The Workshop program will include full training for participants undertaking competency certification for both *Atellica DCA* and *DCA Vantage* for the first time and competency update for those previously trained. In addition, there will be opportunities for education about diabetes care and presentations from services and industry partners.

Venue:

Adelaide Convention Centre, Riverbank Rooms

Dates:

Wednesday 1st May, 9.00 am – 4.30 pm and Thursday 2nd May, 9.00 am – 4.00 pm

How Do I Register?

Registration is now open and will close on **15 March 2024**.

To register, please complete the accompanying form and email it to qaams@flinders.edu.au.

Registration **MUST** have approval from your manager/CEO.

*Please note there is **NO FEE TO REGISTER** for the Workshop – the Workshop is provided as a service to QAAMS Program participants by the QAAMS Management Group on behalf of the Australian Government Department of Health and Aged Care.*

What Will My Health Service Have to Pay For?

Your health service will need to book and pay for your flights and accommodation. Accommodation, at special group discounted rates, must be booked online using the link below to **AccommodationLink**.

At time of accommodation booking, your health service must provide **valid credit card details to secure the booking. No charge will be made to the credit card until check-out from the hotel.**

In addition, your health service will need to pay for meals outside the Workshop* and taxi fares incurred in attending the Workshop.

Hotel breakfast is at participant expense.

* The Workshop will provide morning tea, lunch, and afternoon tea on Wednesday and Thursday 1st & 2nd May, as well as the Workshop Dinner on Wednesday evening.

Accommodation for the Workshop:

QAAMS has organised discounted room rates at these hotels, all on North Terrace, opposite the Adelaide Convention Centre:

Oaks Embassy & Oaks Horizons Hotels

Stamford Plaza Hotel

Room bookings may only be made by registering a valid credit card – your health service finance group should do this AND supply a completed **Credit Card Authorisation Form**, attached to the registration form below.

IMPORTANT: If no Authorisation Form is registered with your health service, charges will be recorded on your personal credit card. Carry a copy of the



completed form with you.

The *AccommodationLink* online booking service link below **MUST BE USED** to book accommodation.

<https://www.conferencenational.com.au/2024-qaams-workshop>

Rooms are limited so please book early.

*As per usual policy, the room rates **do not include telephone calls or mini-bar expenses** which are the responsibility of the participant.*

Check-in from 2 pm; Check-out before 11AM.

Workshop Dinner:

A dinner for all participants will be held at the *Stamford Plaza, Boulevard Room, 150 North Terrace, Adelaide* on Wednesday 1st May from 6:30 pm to 9:00 pm. **Please indicate on your registration form** if you wish to attend.

The meal (an all-you-can eat buffet with fruit juice & soft drink) will be paid for by the QAAMS Program, however alcoholic beverages are at participant's expense.

Need more information?

If you have any questions about the registration or any details of the Workshop, please contact the QAAMS Office by phone on (08) 8 2 0 1 7555, or email QAAMS@flinders.edu.au.

Yours sincerely,

Grant White

Grant White
QAAMS Program Manager



Quality Assurance for Aboriginal & Torres Strait Islander Medical Services

QAAMS Workshop Adelaide 2024

May 1-2, 2024

REGISTRATION FORM - PARTICIPANTS

Important: this form must be signed by your Manager/CEO before submitting

1. Name of Service:

2. Community Number:

3. Participants Name:

4. Position (e.g. AHW):

5. Email address:

6. Mobile number:

7. What training do you require? (choose one device)

Vantage	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	HbA1c	<input type="checkbox"/>	ACR	<input type="checkbox"/>
Atellica	No	<input type="checkbox"/>	Yes	<input type="checkbox"/>	HbA1c	<input type="checkbox"/>	ACR	<input type="checkbox"/>

8. **Accommodation preference** must be selected during online booking. Limited group discounted rooms are being held at the Oaks Embassy, Oaks Horizons and Stamford Plaza Hotels, all located on North Terrace opposite the Adelaide Convention Centre.

Please refer to the accommodation booking details on the preceding page.

9. Will you be attending the Workshop dinner on Wednesday evening, 1st May at the Stamford Plaza Boulevard Room (6:30-9:00 pm)?

Yes No

10. Do you have any dietary requirements?

Yes No

Please specify

11. Should the occasion arise, are you comfortable with us taking your photograph at the Workshop?

Yes No

12. Any comments or requests?

13. Manager/CEO approval to attend the Workshop:

Signed by Manager/CEO: _____

Date: _____

Manager/CEO Name: _____

Manager/CEO email: _____

Manager/CEO phone number: _____

When you have completed this form, please email it to:

QAAMS@flinders.edu.au

Closing date for registration is 15th March, 2024

We look forward to seeing you in Adelaide!

Credit Card Authorisation Form

You are requesting the hotel listed below to bill charges to your credit card for the Individual/s listed below.

Please ensure this form is filled out completely and signed by the authorised card holder.

PLEASE PROVIDE A COPY OF THE FRONT AND BACK OF THE CREDIT CARD

I _____, hereby authorise _____ (hotel name) to deduct costs from my credit card as indicated below. (Note: Payments made by credit card may incur credit card surcharges please refer to hotel's terms and conditions)

Guest Details:

Conference Name:	QAAMS Training Workshop - 1 - 2 May 2024
Guest/s Name:	
Arrival Date:	Departure Date:
Company Name:	
Contact Name:	
Contact Number:	

Credit Card Details: (Please tick)

<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard	<input type="checkbox"/> Diners	<input type="checkbox"/> Amex
Credit Card Number:	_____/_____/_____/_____		
Credit Card Expiry Date:			
CCV:			
Cardholder Name:			
Cardholder Signature:			
Date:			
Cardholder Address:			
Cardholder Email Address:			

NB: CC fees will apply as per detailed on hotel terms & conditions

Charge Back Details: (Please tick)

<input type="checkbox"/> Accommodation Only	<input type="checkbox"/> Accommodation & Breakfast Only	<input type="checkbox"/> Dinner
<input type="checkbox"/> Other (Please specify)		
<input type="checkbox"/> All Charges		

Please return form via email to registrations@accommodationlink.com.au at least 45 days prior to your arrival. To prevent unauthorised access or disclosure and to safeguard and secure the information received we recommend that this form be sent using email encryption technology.

- **Please ensure abovenamed guest takes a copy of this form with them at check in to avoid any issues**