

Whether you are new to attending a conference (and more specifically an HLAMN conference), or you have attended for years, the HLAMN Committees have put together a few tips and tricks to help you get the most out of your conference experience.

BEFORE YOU GO

- Let your staff and providers know that you are out and unavailable. We want you to be able to get the full benefit of the sessions and “time away.” (Company investment)
- Bring a good supply of your Business Cards to share with other attendees, sponsors, and exhibitors
- Make a short list of who you would like to meet or what your top 2-3 issues are that you would like some assistance with
- Dress is Business Casual for all meetings. Feel free to dress casually for the evening social event

SECURING CEU's

- A certificate of attendance is available to all attendees electronically after the event. It is the licensee's responsibility to determine if the continuing education programs they attend meet the requirements of their professional board.

WHEN YOU ARRIVE

- Locate the conference registration desk and check-in
- Board and Committee members are identified by either an HLAMN name badge or ribbon – find one of them and introduce yourself. They will also be looking for you!
- There will be a list of attendees in the conference packet to help you identify if there is someone you want to connect with
- Try to sit by someone you don't know during sessions, at lunch or during networking times and get their contact information

NETWORKING WITH PEERS

- Think of all the conference attendees (business partners and healthcare leaders) as your professional family that you can reach out to after the event. Capitalize on the opportunity to tap into the many years of healthcare expertise.
- Talking with others who do what you do day in day out is a great way to gain affirmation that you are not alone.
- Sharing your experiences and hearing about others is the best way to learn how to handle situations (and how not to).

VISITING WITH SPONSORS/EXHIBITORS

The financial support received annually from the business partners who sponsor and exhibit at events is a significant part of the budget which allows HLAMN to offer conferences and member benefits throughout the year.

- There is no pressure: Have Fun, Interact & Help the business partners feel welcome!
- Ask questions
- Start with a personal conversation with the representative (where you live, where you work, what your role is)
- Seize the opportunity to develop personal relationships with these subject matter experts! It takes a lot of tools and resources to serve patients and run a healthcare organization. Business partners are a key resource, and it is so much easier to call someone you've met personally for advice or when you need something done quickly.

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