

## Protocols

**Masks:** To protect each other, we respectfully ask that **all participants wear a face mask** throughout the conference except when eating or drinking. Surgical, KN95, and N95 masks are preferred. Complimentary masks are available at the reception area. Thank you in advance for your cooperation.

**Registration/Check-in:** **There is no onsite-registration available.** Early check-in will be available Monday, February 28 from 5:00 p.m. to 7:00 p.m. and on Tuesday, March 1 from 7:00 a.m. to 9:00 a.m.

**Evaluation:** Please submit your conference evaluation using the QR code that is provided in the conference brochure.

**CEU certificate pick-up:** To obtain CEU credits, each registrant must fill out a CEU evaluation. Please note that this is different from the conference general satisfaction survey. Please check that you are filling out the correct form. A QR code will be provided in your conference brochure.

Your CEU certificate can be picked up at the end of the conference, March 3, 12:30pm-1:30pm. If for some reason you must leave the conference early, please send an e-mail to Jennifer Redhouse at [jredhouse@aaihb.org](mailto:jredhouse@aaihb.org), and your certificate will be mailed to you with adjusted credit hours.

**Lost and found items:** Any items found throughout the duration of the conference will be turned over to Isleta Resort and Casino Security Office. Please call the hotel's front desk to retrieve any lost items.

**Exhibitors:** To ensure everyone's safety, **exhibitors are not allowed to share their exhibit space with others outside of their organization or business. Exhibit space includes admittance for 2 representatives only.** Both representatives will be given an exhibitor floor pass and are entitled to admission within the exhibit hall only. Please note, breakfast or lunch will not be provided. The official exhibitor representative will receive a conference brochure and they are the authorized person to make decisions if any occurrence arises.

**House Keeping:** To ensure everyone's safety and promote good housekeeping, please always wear your mask unless eating and keep your belongings with you. Isleta Resort and Casino Convention Services will be changing table linens daily and rearranging tables, so it's imperative to keep all your belongings with you. Please bring any lost and found items to the hotel front desk. AAIHB/AASTEC will not be responsible for any lost items or damaged property.

Hand sanitizer will be accessible throughout the conference venue, along with surgical, KN95, and N95 masks. If you are not feeling well before or anytime during the conference, we strongly recommend and encourage you to stay home, this ensures your safety and the rest of the attendees. Any arising questions or concerns during the duration of the conference, you can e-mail Jennifer Redhouse at [jredhouse@aaihb.org](mailto:jredhouse@aaihb.org), she will be checking her e-mails throughout the conference.