



Conference Registration

5th Commonwealth Nurses and Midwives Conference

Friday 6 and Saturday 7 March 2020, London UK

2020: a year
of celebration
of nursing and
midwifery



Commonwealth Nurses
and Midwives Federation

<http://www.commonwealthnurses.org>



Celebrate ...

nurses and midwives, breaking down barriers, leaving no-one behind
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World leaders have committed to the achievement of universal health coverage; tackling non-communicable disease; promoting primary health care; and the Sustainable Development Goals. None of these can be achieved without the contribution of nurses and midwives.

2020 has been named as the World Health Organisation "Year of the Nurse and Midwife". The first ever World Health Organisation "State of the World's Nursing" report will be launched in 2020 as well as the release of the third "State of the World's Midwifery" report. 2020 is the final year of the global "Nursing Now" campaign; and 2020 is the 200th anniversary of the birth of Florence Nightingale. Sunday 8 March 2020 is International Women's Day, and Monday 9 March 2020 is Commonwealth Day – all excellent reasons to celebrate.

At the 5th Commonwealth Nurses and Midwives Conference we will be celebrating the past achievements, present endeavours, and future contributions of nurses and midwives. Presentations will showcase how individual nurses and midwives, or nursing and midwifery groups, associations or institutions are contributing to global health and wellbeing across the lifespan in all settings within the following themes:

- Clinical practice
- Leadership and management
- Education and training
- Policy and projects
- Research and innovation.

The conference is being held on the eve of Commonwealth Week; so come and join the celebrations and fun on Commonwealth Day Monday 9 March 2020 and other Commonwealth Week events. Conference delegates will be advised of the events as information becomes available.

VENUE

Royal College of Physicians, 11 St Andrews Place, Regent's Park, London NW1 4LE United Kingdom. <https://www.rcplondon.ac.uk>
Location map available at: <https://www.rcplondon.ac.uk/visiting>

REGISTRATION CONFIRMATION

All bookings will be confirmed in writing. Nearer to the conference you will receive further information by email so please make sure you include your email address.

CONFERENCE FEES

The conference fee includes registration for the conference, conference materials, lunch and refreshments. The conference fee also includes a reception on Friday evening 6 March 2020. The conference fee does not include travel, accommodation or dinner.

CANCELLATIONS

Cancellations received one full month before the start of the event will be refunded, less a 25% administration fee. No refunds can be processed after this date. Places can be substituted with the prior knowledge and agreement of the CNMF. It may be necessary for reasons beyond the control of the organisers to alter the content and timing of the program or the identity of the speakers. The CNMF can take no responsibility for non-refundable travel and accommodation in the case of a changed program.

VISAS

Most Commonwealth countries require visas to enter the United Kingdom. Check the website of the UK Border Authority at:

<https://www.gov.uk/browse/visas-immigration> to see whether or not you require a visa. Please remember that it may take six to eight weeks for a visa to be processed, so start the process early. The CNMF is unable to assist with the visa application process however a letter of invitation will be issued to all accepted speakers and delegates who register and pay the registration fee.

ACCOMMODATION

For assistance with accommodation deals, airport transfers, and bookings for activities in London go to

<https://www.miceconciierge.com/events/cnmf2020>

Accommodation in London can be expensive; however inexpensive, comfortable hotels and hostels are available. The Royal College of Physicians has negotiated reduced rates at nearby hotels.

Go to: <http://www.rcpevents.co.uk/hotels>

Also check out the following websites:

- <http://www.booking.com>
- <http://www.LateRooms.com>
- <http://www.wotif.com>
- <http://www.shortlet-london.com>
- <http://www.hostelworld.com/hostels/london>

Reasonable accommodation is available through some of the larger hotel chains eg: Premier Inn or Holiday Inn. Some religious groups also offer accommodation, such as The Penn Club at: <http://www.pennclub.co.uk> or the Royal Foundation of St Katherine at: <http://www.rfsk.org.uk>

For travel information the following site gives comprehensive coverage of available options. Go to: <http://www.visitlondon.com> or www.tfl.gov.uk

WEATHER

The weather in London in March is likely to be cool (between 2–10 degrees) and also quite likely to be wet, so come prepared.

CURRENCY

The United Kingdom uses the pound sterling. There are many currency exchange websites where you can check the value of your own country's currency against the pound sterling. Go to:

- <http://www.xe.com/currencyconverter>
- <http://www.oanda.com/currency/converter>

EXPENSES

Delegates will be responsible for their own travel and accommodation costs. The conference fee includes registration for the conference, conference materials, lunch and refreshments on both days and a reception Friday evening 6 March 2020. Evening meals are not included in the conference fee.

INFORMATION

For further information about the conference contact Jill Iliffe, Executive Secretary, Commonwealth Nurses and Midwives Federation. Email: cnf@commonwealthnurses.org or phone: +61 438 647 252.



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CONFERENCE BOOKING FORM

You will not be registered for this event unless payment accompanies your application. Places cannot be held provisionally.

PART A: YOUR DETAILS (IN BLOCK LETTERS)

Email: (Please write your email address clearly as additional conference information will be sent to you by email)

* Please complete the following as you would like them to appear on your delegate badge.

*Title: *First name/s:

*Last name (Family name):

Job title:

*Organisation:

*Organisation country:

Home phone number (including country code):

Work phone number (including country code):

Mobile phone number (including country code):

Postal address:

Postcode:

Country:

Specific requirements (dietary, accessibility):

PART B: CONFERENCE FEES

Conference fees are determined with reference to the World Bank classifications for high, upper middle, lower middle, and low income.

Please tick the appropriate box below.

☐ £400.00 Participant	☐ £375.00 Presenter	Commonwealth high income countries: Antigua and Barbuda, Australia, Bahamas, Barbados, Bermuda, Brunei Darussalam, Canada, Cyprus, Malta, New Zealand, Seychelles, Singapore, St Kitts and Nevis, Trinidad and Tobago, United Kingdom
☐ £350.00 Participant	☐ £325.00 Presenter	Commonwealth upper middle income countries: Belize, Botswana, Dominica, Fiji, Grenada, Guyana, Jamaica, Malaysia, Maldives, Mauritius, Namibia, Nauru, St Lucia, St Vincent and the Grenadines, Samoa, South Africa, Tonga, Tuvalu
☐ £300.00 Participant	☐ £275.00 Presenter	Commonwealth lower middle income countries: Bangladesh, Cameroon, Ghana, India, Kenya, Kiribati, Lesotho, Nigeria, Pakistan, Papua New Guinea, Solomon Islands, Sri Lanka, Eswatini (Swaziland), Vanuatu, Zambia
☐ £250.00 Participant	☐ £225.00 Presenter	Commonwealth low income countries: Gambia, Malawi, Mozambique, Rwanda, Sierra Leone, Tanzania, Uganda, Zimbabwe
☐ £500.00 Participant	☐ £450.00 Presenter	Non-Commonwealth countries: All other countries not listed above



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PART C: PAYMENT OPTIONS (tick appropriate box)

☐ REGISTER BY POST AND PAY BY CHEQUE

Make cheque payable to the Commonwealth Nurses Federation). I enclose a cheque for £ _____

Complete Part A and B of the booking form and post with your cheque to:

Commonwealth Nurses and Midwives Federation, c/o Royal College of Nursing, 20 Cavendish Square, London W1G 0RN United Kingdom

☐ REGISTER AND PAY ONLINE BY CREDIT CARD OR PAYPAL

Go to: <http://www.commonwealthnurses.org/conference2020>

Complete the online booking form, click on "submit", then select payment by credit card or PayPal. You can pay using your PayPal account or by credit card as a 'guest'. In the "instructions to merchant" section, please enter your name. If you are paying for another person, please enter their name.

☐ REGISTER ONLINE AND PAY BY BANK TRANSFER OR CASH DEPOSIT AT BANK

Go to: <http://www.commonwealthnurses.org/conference2020> and complete the online booking form.

Email a copy of your remittance advice to cnf@commonwealthnurses.org or post a copy of your remittance advice to:

Commonwealth Nurses and Midwives Federation, c/o Royal College of Nursing, 20 Cavendish Square, London W1G 0RN United Kingdom.

BANK TRANSFER

When making a bank transfer, please remember to include your name in the message so that payment can be credited to the correct person.

BANK TRANSFER PAYMENT DETAILS (WITHIN UK): HSBC (129 New Bond Street, London UK W1S 1EA); Sort Code: 400322;

Account number: 51433830; Account name: Commonwealth Nurses Federation; Account address: 20 Cavendish Square, London W1G 0RN.

BANK TRANSFER PAYMENT DETAILS (OUTSIDE UK): HSBC (129 New Bond Street, London UK W1S 1EA); Bank Identifier Code (BIC) HBUKGB4106R;

International Bank Account Number (Swift Code): GB71HBUK40032251433830; Account name: Commonwealth Nurses Federation;

Account address: 20 Cavendish Square, London W1G 0RN United Kingdom.

CASH DEPOSIT AT BANK

If depositing cash to the Commonwealth Nurses Federation account, PLEASE scan and email the deposit slip to cnf@commonwealthnurses.org together with your registration form so payments can be credited to the correct person. When depositing cash at the bank please remember to include your name on the deposit form.

NOTE

Registrations will not be confirmed until both payment and booking form has been received.