

Royal College of Psychiatrists Interfaces in Liaison Psychiatry – 17th Annual Conference For Trainees, New Consultants, Nurses and other Allied Health Professionals

Mercure St Pauls Hotel, Sheffield, 119 Norfolk Street, S1 2JE
Thursday 22 and Friday 23 November 2018



Registration Form

PLEASE PRINT ALL DETAILS CLEARLY

The College's Data Protection Statement can be viewed at www.rcpsych.ac.uk/dataprotection

1. Personal Details

College Membership Number:			
Title:	First Name:	Surname:	
Place of Work:			
Mailing Address:			
Town:	Postcode:	Country:	
Email:	Twitter:	Tel (Daytime):	
Vegetarian: YES/NO	Special Diets:		
Special Requirements:			
Career Status (tick one box only): ☐ MEDICAL STUDENT/STUDENT ASSOCIATE ☐ SHO ☐ PMPT ☐ ASSOCIATE SPECIALIST/STAFF GRADE/SpR ☐ CT/ST1-3 ☐ RETIRED ☐ CT/ST4-ST6 ☐ CONSULTANT ☐ FY DOCTOR ☐ OTHER (please state):			

2. Registration Fees

Fees include catering during scheduled programme breaks but **do not** include accommodation.

	Whole Conference	Thursday only	Friday only
Standard Fee (RCPsych fellows/members/associates) at the following grades Consultants/Locum Consultants, SAS/Associate Specialists, Staff Grades, Retired or Reduced subscription rate of 50% or less and Non RCPsych members of any grade.	£210 ☐	£110 ☐	£110 ☐
Trainees Fee (RCPsych members/associates only) Higher/Advanced/Core Trainees/ Pre-membership Psychiatric Trainees/Trainee Registration.	£185 ☐	£95 ☐	£95 ☐
Nurse/Allied Health Professionals/Medical Student Fee Advanced Nurse Practitioners, Nurse Consultants, Allied Health Professionals registered with the Health and Care Professions Council/Medical Students, Foundation Year Doctors or Student Associates.	£165 ☐	£85 ☐	£85 ☐

Add optional conference dinner:	£40 ☐
Total:	

*** If you are a medical student or Foundation Year doctor and not registered as a student associate with the college, you can apply for free at the following link <http://www.rcpsych.ac.uk/discoverpsychiatry/studentassociates.aspx>

All registration confirmation letters will be sent via email within 48 hours of processing. If you are unsure if your registration form has been received by us contact caroline.simms@rcpsych.ac.uk

3. Payment

PLEASE NOTE THAT THE COLLEGE IS UNABLE TO INVOICE FOR REGISTRATION FEES

Places can only be reserved when payment is received with this form. If an authority is to pay, the delegate should either pay and then claim reimbursement from the authority or enclose payment from their authority.

- ☐ **Cheque:** I enclose a cheque / postal order for £
Please make payable to 'The Royal College of Psychiatrists' quoting reference 'LTC J2H002' and the name of the delegate on reverse
- ☐ **BACS:** I enclose remittance advice form for £
Bank details below. Places can only be reserved when remittance is received with this form using reference 'LTC J2H002'
- ☐ **Credit/debit card:** We are not able to take credit/debit card details in hard copy. If you are booking for yourself and wish to pay by card, please do so online. If your Trust is making payment on your behalf and would like to pay by card, please call the office on the number below to make payment over the phone.

Please complete and return your registration form with your payment to:

Caroline Simms
Centre for Advanced Learning and Conferences (CALC)
RCPsych
21 Prescott Street, London E1 8BB
Tel: 020 3701 2604
Email: caroline.simms@rcpsych.ac.uk

Bank details

Account name: The Royal College of Psychiatrists
Account number: 40201340
Sort Code: 20-06-05
IBAN: GB31 BARC 2006 0540 2013 40
Swift Code: BARCGB22

RCPsych Events Terms and Conditions

Privacy Policy

The information you provide when registering for an event will be used to:

- Provide you with services or information that you have requested from us such as attendance at one of our events or inclusion in a mailing list.
- Contact you with information about an event that you're attending.
- Email you about other RCPsych events that may interest you.
- We may share your details with subcontractors if necessary for the purposes of your event registration. For example, if you include accommodation as part of your booking we will share your details with the hotel or if an external company is appointed to produce the badges, your details will be shared with them. External companies will be allowed to use your details for the purpose of your event attendance only.
- We will never share or sell your details to third parties for any other purposes.
- Information about non-members of the College will be held for 6 years.
- You can unsubscribe at any time by emailing CALC@rcpsych.ac.uk or contacting your local division or devolved nation's office

Cancellation policy

If you need to cancel your booking, we will be able to refund you as follows:

- 80% if you give us more than 1 month's notice
- 50% if you give us 2 weeks' notice
- We will not be able to offer any refunds received with less than 2 weeks' notice.

All cancellations must be received in writing.

RCPsych reserves the right to amend the programme or cancel an event. If an event has to be cancelled or rescheduled we will contact you as soon as possible to notify you of the change. You will be offered an alternative date or a full refund. We are not able to reimburse travel, accommodation or other costs related to the event.

RCPsych shall assume no liability if an event is cancelled or rescheduled due to a Force Majeure such as fire, strike, terrorism, industrial action, extreme weather or any cause beyond our control.