

Instructions for CFHA Online Conference Registration

Step 1. Start at www.CFHA.net and Sign-In as a registered user on the web site.
Every person must have a User Account to register for the Conference.

Enter Username and Password (or click "forgot your password" link.)

If you don't have a Username or Password, click "Haven't Registered Yet".

The screenshot shows the CFHA website interface. On the left, the 'Member Login' section includes a 'Welcome to CFHA's online community!' message and instructions for existing and new members. It features a login form with fields for 'Username' and 'Password', a 'Remember Me' checkbox, and a 'Sign In' button. Below the login form are links for 'Forgot your password?' and 'Haven't registered yet?'. On the right, the 'Get Connected!' section contains the 'Create User Account and Profile' form. This form includes a note about account requirements, a 'Registration Information' section with fields for 'Username', 'First Name', and 'Last Name', and a 'Continue' button. A 'CFHA CALENDAR' sidebar on the far right lists upcoming events like 'Early Bird Conference Discount Ends' and 'Online Conference Registration Closes'.

If you're not a CFHA paid Member, select the appropriate option for a Non-Member User Account - Conference Registration - Professional (NM) or Student (NM)

This screenshot displays the 'Haven't registered yet?' section of the website. It provides information about membership types: 'Member User Accounts' (Individual Professional and Individual Student) and 'Non-Member User Account' (Conference Registration - Professional (NM) and Student (NM)). The 'Non-Member User Account' section includes a 'Please select one of the following options below based on your professional status:' instruction. Below this, there are four radio button options: 'Membership - Individual Professional' (selected), 'Membership - Individual Student', 'Conference Registration - Professional (NM)', and 'Conference Registration - Student (NM)'. A 'Continue >' button is located at the bottom of the form.

Instructions for CFHA Online Conference Registration

Step 2. Complete required information for your User Account and Profile.

Remember your Username and Password to log-in to the CFHA web site in the future.

Step 2 - Web Site User Account Information

CFHA Website User Account and Profile

Please complete the following information to create a user account and profile to access the CFHA web site.

PLEASE NOTE: You must setup a website user account and profile to register for the CFHA Conference. Non-member registration fees for the CFHA Conference includes a one-year trial membership in CFHA. This profile form will serve as your membership application.

All information entered below will be visible to site administrators. If you wish for information to be excluded from your public profile (as seen by other site visitors), uncheck the box(es) next to the field(s) you wish to be hidden. If you uncheck the box next to "e-mail address" it will not be displayed, but members can still contact you via email through the site's group email system if permitted by the group administrator.

* Required Fields
Checked = Visible to Members Unchecked = Hidden from Site

Your password must be a minimum of six (6) characters in length and contain at least one number and one non-numeric character (letters, punctuation, etc.)

ACCOUNT INFORMATION

Username * Test9
Password *
Confirm Password *
 E-Mail Address *
Confirm E-Mail *

PERSONAL INFORMATION

Full Name *
Suffix (Sr., Jr., I, II)

CONTACT INFORMATION

Mobile
Organization *
Your Title
 Address *
 Address Cont.
 City/Town *
 Country* United States
 State*
 Postal Code *
 Phone *
 Fax

Submit Cancel

Step 3. When you've completed all of the required fields to register your User Account, click Submit. From the Thank You page, click on the link to register for the 2011 CFHA Conference.

CFHA

Home About CFHA Summits Conference Join/Renew Social Media/Blogs Publications Career Center

Thank you for registering

[Click here to complete registration to the 2011 Conference](#)

COMMUNITY SEARCH
[Enter search criteria...]
Search >

MY PROFILE

- Profile Home
- Manage Profile
- Messages
- Refer a Friend

CFHA CALENDAR MORE

9/30/2011
Early Bird Conference Discount Ends

10/21/2011
Online Conference Registration Closes

10/27/2011 - 10/29/2011
Register for 2011 CFHA Conference - Philadelphia, PA

Instructions for CFHA Online Conference Registration

Step 4. Review details on the CFHA Calendar page, including the Preliminary Conference Agenda. To register for the 2011 CFHA Conference, click on the "Register" link or "Register for this event."

CFHA Calendar

Register | View Registrations | Map the Event | Tell a Friend

Register for 2011 CFHA Conference - Philadelphia, PA

10/27/2011 to 10/29/2011

Where: October 27-29, 2011

Where: [Map this event](#)
 Sheraton Society Hill Hotel
 One Dock Street
 Philadelphia, Pennsylvania 19106
 United States

Contact: Staffari Blackstock, Conference Manager (CFHA@aspenmstinos.com)

REGISTRATION INFORMATION

Online registration is available until: 10/21/2011

- Register for this event
- View Event Schedule
- View the 4 people who have already registered

DETAILS

Preliminary Conference Agenda

Thursday, October 27, 2011
 Breakfast on your own

9:30 a.m. to 12:00 p.m. Morning Preconference Workshops (optional registration, fee required)
 12:00 to 5:00 p.m. Healthcare Policy Summit (by invitation only)
 12:00 to 1:30 p.m. Lunch break (on your own)
 1:30 to 5:00 p.m. Afternoon Preconference Workshops (optional registration, fee required)
 3:00 to 7:00 p.m. Check-in for Conference Registrants
 5:00 to 6:00 p.m. Welcome Reception
 6:15 to 8:00 p.m. Conference Opening Plenary Session
 8:00 to 8:45 p.m. First Timer's Orientation

Friday, October 28, 2011
 Breakfast on your own

8:00 a.m. Exhibits and Coffee Service
 8:30 to 10:00 a.m. Plenary Session
 10:00 to 10:30 a.m. Exhibits, Refreshments and Poster Presentations
 10:30 a.m. to 12:00 p.m. Concurrent Sessions
 12:00 to 1:30 p.m. Billed Lunches / Discussion groups
 1:30 to 3:00 p.m. Concurrent Sessions
 3:00 to 3:30 p.m. Exhibits, Refreshments and Poster Presentations
 3:30 to 5:00 p.m. Concurrent Sessions

Saturday, October 29, 2011
 Breakfast on your own

8:00 a.m. Exhibits and Coffee Service
 8:30 to 10:00 a.m. Plenary Session
 10:00 to 10:30 a.m. Exhibits, Refreshments and Poster Presentations
 10:30 a.m. to 12:00 p.m. Concurrent Sessions
 12:00 to 1:30 p.m. Lunch / CFHA Awards Program
 1:30 to 3:00 p.m. Concurrent Sessions
 3:00 to 3:30 p.m. Exhibits, Refreshments and Poster Presentations
 3:30 to 4:30 p.m. Concurrent Sessions
 4:30 to 6:00 p.m. Conference Wrap-up Session

Register for 2011 CFHA Conference - Philadelphia, PA
 October 27-29, 2011
 Sheraton Society Hill Hotel
 One Dock Street
 Philadelphia, Pennsylvania 19106
 United States

Step 5. Choose your preferred registration option(s) from the Event Tickets and Optional Tickets. Pricing is determined based upon your user account type as a CFHA paid member or non-member.

CFHA Paid Members

CFHA Calendar - Registration

View Event Details

Conference Registration Details

CFHA Members receive discounted registration fees for the CFHA Conference. Be sure to sign-in to the CFHA website first to ensure you see the special Member price on the registration form below.

[For more information about Conference registration fees, click here](#)

CHOOSE YOUR REQUIRED EVENT TICKET

- 2011 Full Conference Registration (more) Price: \$495.00
- Friday Only - One-Day Registration (more) Price: \$250.00
- Saturday Only - One-Day Registration (more) Price: \$250.00
- Thursday Only - Morning OR Afternoon Precon Workshop (more) Price: \$140.00
- Thursday Only - Morning PLUS Afternoon Precon Workshops (more) Price: \$195.00

OPTIONAL TICKETS

- Add a Precon Workshop - Morning OR Afternoon (more) Price: \$115.00
- Add Precon Workshops - Morning PLUS Afternoon (more) Price: \$175.00
- Register to earn CE Credit (more) Price: \$35.00
- Scholarship Donation \$100 (more) Price: \$100.00

PLEASE SELECT ANY SESSIONS YOU WISH TO ATTEND

10/27/2011	Starts	Ends
<input type="checkbox"/> Precon Workshop 1 - additional fees apply (more)	8:30:00 AM	12:00:00 PM
<input type="checkbox"/> Precon Workshop 2 - additional fees apply (more)	8:30:00 AM	12:00:00 PM
<input type="checkbox"/> Precon Workshop 3 - additional fees apply (more)	1:30:00 PM	5:00:00 PM

REGISTRATION INFORMATION

Non-Members

CFHA Calendar - Registration

View Event Details

Conference Registration Details

CFHA Members receive discounted registration fees for the CFHA Conference. Be sure to sign-in to the CFHA website first to ensure you see the special Member price on the registration form below.

[For more information about Conference registration fees, click here](#)

CHOOSE YOUR REQUIRED EVENT TICKET

- 2011 Full Conference Registration (more) Price: ~~\$495.00~~ \$995.00 - Member Price!
- Friday Only - One-Day Registration (more) Price: ~~\$250.00~~ \$200.00 - Member Price!
- Saturday Only - One-Day Registration (more) Price: ~~\$250.00~~ \$200.00 - Member Price!
- Thursday Only - Morning OR Afternoon Precon Workshop (more) Price: \$140.00
- Thursday Only - Morning PLUS Afternoon Precon Workshops (more) Price: \$195.00

OPTIONAL TICKETS

- Add a Precon Workshop - Morning OR Afternoon (more) Price: \$115.00
- Add Precon Workshops - Morning PLUS Afternoon (more) Price: \$175.00
- Register to earn CE Credit (more) Price: \$35.00
- Scholarship Donation \$100 (more) Price: \$100.00

PLEASE SELECT ANY SESSIONS YOU WISH TO ATTEND

10/27/2011	Starts	Ends
<input type="checkbox"/> Precon Workshop 1 - additional fees apply (more)	8:30:00 AM	12:00:00 PM
<input type="checkbox"/> Precon Workshop 2 - additional fees apply (more)	8:30:00 AM	12:00:00 PM
<input type="checkbox"/> Precon Workshop 3 - additional fees apply (more)	1:30:00 PM	5:00:00 PM

Click the (more) link to get details about the Precon Workshops.

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Complete the personal details in the Registration Information section.

Conference Registration Details

CFHA Members receive discounted registration fees for the CFHA Conference. Be sure to sign-in to the CFHA website first to ensure you see the special Member price on the registration form below.

[For more information about Conference registration fees, click here](#)

CHOOSE YOUR REQUIRED EVENT TICKET

- 2011 Full Conference Registration [\(more\)](#) Price: \$495.00
- Friday Only - One-Day Registration [\(more\)](#) Price: \$250.00
- Saturday Only - One-Day Registration [\(more\)](#) Price: \$250.00
- Thursday Only - Morning OR Afternoon Precon Workshop [\(more\)](#) Price: \$140.00
- Thursday Only - Morning PLUS Afternoon Precon Workshops [\(more\)](#) Price: \$195.00

OPTIONAL TICKETS

- Add a Precon Workshop - Morning OR Afternoon [\(more\)](#) Price: \$115.00
- Add Precon Workshops - Morning PLUS Afternoon [\(more\)](#) Price: \$175.00
- Register to earn CE Credit [\(more\)](#) Price: \$35.00
- Scholarship Donation \$100 [\(more\)](#) Price: \$100.00

PLEASE SELECT ANY SESSIONS YOU WISH TO ATTEND

10/27/2011	Starts	Ends
<input checked="" type="checkbox"/> Precon Workshop 1 - additional fees apply (more)	8:30:00 AM	12:00:00 PM
<input type="checkbox"/> Precon Workshop 2 - additional fees apply (more)	8:30:00 AM	12:00:00 PM
<input checked="" type="checkbox"/> Precon Workshop 3 - additional fees apply (more)	1:30:00 PM	5:00:00 PM

REGISTRATION INFORMATION

* Required Fields

Event Name Register for 2011 CFHA Conference - Philadelphia, PA

Your Name * Joe Somebody

First Name * Joseph

Middle Name A.

Last Name * Somebody

Email Address * jsomebody@abc.com

Professional Credential/Degree MD

Job Title Director of Programs

Organization * ABC Institution

Address Line 1 * 1234 Main Street

City * Anywhere State/Prov * DC

Zip/Postal Code * 01224 Country * USA

Phone Area Code * 000 Phone * 000-0000

Fax

Group Registration? * I am registering as an individual. I am registering as part of a group to take advantage of discounted registration pricing.

Group Name ABC Institution

Are you a Presenter? * Not presenting Session Presenter Poster Presenter Discussion Group Presenter

Experience * I am a First Time attendee to the CFHA Conference. I am a New Professional (3 years or less post education). I have attended previous CFHA Conference(s).

Group discounts are available for the Full Conference option for Professional level registrants. Select "I am registering as part of a group..." and enter your "Group Name."

Be sure to enter a response for all of the required fields on the form.

Group I am registering as an individual. I am registering as part of a group to take advantage of discounted registration pricing.

Register 3 or more persons to attend the Full Conference and save \$50 each. Be sure to enter GROUPID in the Promo Code field when you check-out to apply the discount.

Group Registration? * I am registering as an individual. I am registering as part of a group to take advantage of discounted registration pricing.

Group Name ABC Institution

Are you a Presenter? * Not presenting Session Presenter Poster Presenter Discussion Group Presenter

Experience * I am a First Time attendee to the CFHA Conference. I am a New Professional (3 years or less post education). I have attended previous CFHA Conference(s).

Social Media * Facebook Twitter LinkedIn YouTube None of the above

Accreditation Type * AMA


Lunch Preference * Vegetarian Gluten-free No preference

Special Needs

Additional Comments

500 of 500 characters remaining

Validation Code (what's this?) (get a new code)



Enter the numbers shown above: 391598

You will need to enter a Validation Code, then click "Continue."

Instructions for CFHA Online Conference Registration

Step 6. Review the items listed in "Your Cart" and the prices for each.

Enter GROUP50 as the Promo Code to apply the \$50 group registration discount
(Discount applicable only for Full Conference registrations for Professional Members and Non-Members;
discount not available for Students or one-day registrations.)

Click "Checkout" to enter payment for your registration.

Your Cart

Main Storefront View Your Cart

Search All Categories

You can manage the items in your cart by viewing your cart and then proceeding to checkout. You can also shop for additional items by returning to the main storefront or searching below.

You currently have registrations in progress* for the following list of event(s):

1. Register for 2011 CFHA Conference - Philadelphia, PA (1 attendee)
[click here to cancel your registration](#)

*NOTE: Your registration will be finalized upon checkout.

QTY	PRODUCT	PRICE
1	2011 Full Conference Registration - Joe Somebody	\$495.00
1	Add Precon Workshops - Morning PLUS Afternoon - Joe Somebody	\$175.00
1	Register to earn CE Credit - Joe Somebody	\$35.00
1	Scholarship Donation \$100 - Joe Somebody	\$100.00
SUBTOTAL:		\$805.00

Apply Promotional Code: Total: \$805.00

QTY	PRODUCT	PRICE
1	2011 Full Conference Registration - Joe Somebody	\$495.00
1	Add Precon Workshops - Morning PLUS Afternoon - Joe Somebody	\$175.00
1	Register to earn CE Credit - Joe Somebody	\$35.00
1	Scholarship Donation \$100 - Joe Somebody	\$100.00
SUBTOTAL:		\$805.00
Promotion Applied (GROUP50):		(\$50.00)
Total:		\$755.00

Apply Promotional Code: Total: \$755.00

Step 7. Complete all required information to complete Payment.

Checkout (Step 1 of 2)

Main Storefront View Your Cart

Please enter your address and billing information in the form below.

RECIPIENT INFORMATION

SSL SECURED
YOUR ORDER IS BEING PROTECTED

First Name*

Last Name*

Organization/Attention:

Address*

City/Town:

Country*

State:

Postal Code:

Home Phone:

Business Phone:

Mobile Phone:

Email Address*

Confirm Email Address*

*To receive confirmation of your order, you must provide an email address.

PAYMENT TYPE

Bill Me (Admin-only)
 Check/Money Order
 Credit Card

PAYMENT TYPE

Bill Me (Admin-only)
 Check/Money Order
 Credit Card

BILLING INFORMATION

(Click here if billing address is the same as shipping address)

Name on Card*

Card Type*

Card Number*

Card CVV Num* (What is this?)

Exp. Date* / (mm/yyyy)

Organization:

Address*

City/Town:

Country*

State:

Postal Code:

Phone*

ADDITIONAL CUSTOMER INFORMATION

Please Enter Comments Below:

Instructions for CFHA Online Conference Registration

Review the order and payment details, then click "Complete Order."

Checkout (Step 2 of 2)

Main Storefront View Your Cart

Please enter your address and billing information in the form below.

Before finalizing your order, please verify the information below. Then click the "Complete Order" button to complete the checkout process.

RECIPIENT INFORMATION

SSL SECURED
Your information is
protected with SSL encryption

First Name: Joe
Last Name: Somebody
Address: 1234 Main Street

City/Town: Anywhere
Location: District of Columbia
Postal Code: 01234
Country: United States
Organization/Attention: ABC Institution
Home Phone:
Business Phone: 000 000-0000
Mobile Phone:
Email Address: test@abc.com

BILLING INFORMATION

Name on Card: Joe Somebody
Card Type: Discover
Card Number: xxxxxxxxxxxx1111
Exp. Date: 07/2012
Organization: ABC Institution
Address: 1234 Main Street

ADDITIONAL CUSTOMER INFORMATION

QTY	PRODUCT	PRICE
1	2011 Full Conference Registration - Joe Somebody	\$495.00
1	Add Precon Workshops - Morning PLUS Afternoon - Joe Somebody	\$175.00
1	Register to earn CE Credit - Joe Somebody	\$35.00
1	Scholarship Donation \$100 - Joe Somebody	\$100.00
SUBTOTAL:		\$805.00
Promotion Applied (GROUP50):		(\$50.00)
Grand Total:		\$755.00

Complete Order

Follow the remaining prompts to complete your transaction.
Print a copy of your receipt for your records.

PLEASE NOTE

Make a note of your Username and Password to log-in to the CFHA web site in the future. Conference handouts and resources will only be accessible to web site user account holders.