

Dear Delegate,

Thank you for making a booking for the UK Stroke Forum Conference 2022.

**Here is some important information for your attendance:**

The conference will take place from Tuesday 29 November – Thursday 1 December 2022 at ACC Liverpool, Kings Dock, Liverpool Waterfront, Liverpool, Merseyside, L3 4FP.

**For details on how to get to ACC Liverpool and parking, [please visit the venue website](#).**

**Wi-Fi** at the venue is free of charge, simply search for FREE\_WIFI. No password is required.

**The main delegate fee includes:**

- Admission to all training streams, plenary, parallel, SOAPBOX, and UKSF After Dark sessions, focused on different aspects of stroke care.
- Access to the exhibition hall showcasing the latest stroke-related products and services
- Refreshments and lunches across the 3 conference days
- Access to the conference app/ platform
- Recordings of all plenary and parallel sessions which will be available via the app
- Participation in wellness activities including yoga and a morning run on **Wednesday 30 November** (some activities may have limited capacities).
- The opportunity to browse around 400 e-posters in the exhibition hall or via the app
- Attendance at the **UKSF After Dark** networking event and free drinks reception on **Tuesday 29 November 2022** from **17.30** onwards.
- Optional event **Tuesday 29 November** at **19.00** following UKSF After Dark: Qatar 2022 FIFA World Cup Screening – England v Wales.

Delegate fees **do not include travel, parking, accommodation or tickets for the conference social event** taking place on Wednesday 30 November 2022. Tickets for the social event on Wednesday are now **SOLD OUT**.

The main conference starts on **Tuesday 29 November** at **9:00** and finishes on **Thursday 1st December** at **15:35**.

## **Registration**

Registration is open at the following times:

- Monday 28 November - 14:30-17.30 **“Beat the queue” registration**
- Tuesday 29 November – 07.30-17:00
- Wednesday 30 November – 07.30-17:00
- Thursday 1 December – 08:00-15:00

Using our self-service registration kiosks please check in and print your delegate badge. You can check in by typing your name on the kiosk screen. Alternatively you can choose to download the event app and show your registration QR code via "My badge" section of the app. Please ensure you arrive in plenty of time to check in – our registration kiosks will be open early, with tea and coffee available in the exhibition hall once you have checked in!

If you have any issues with printing your badge our friendly team will be on hand to assist, or you can head over to our enquiries desk.

Please note if you have colleagues who haven't registered yet but wish to attend, they can register with us on-site at our enquiries desk. The full non-member rate of £591 applies to all delegates who register at the conference venue, and payment method will be by **card only**.

### **Cloakroom**

There will be a cloakroom at the venue where delegates can leave coats, bags and luggage. Although the cloakroom is manned, all items are left at your own risk.

We will be operating a "pay as you feel" system whereby delegates can choose to make a contactless donation if using the cloakroom. The cloakroom will be available Tuesday-Thursday, on Thursday the cloakroom will close at 4.30pm.

### **Coronavirus**

**The UK Stroke Forum and ACC continue to follow government guidelines with regards to COVID.** You will see hand sanitiser units throughout venue which we encourage you to use frequently throughout your visit and prior to entering the venue. Anti-viral electro static spraying machines will sanitise and protect all surfaces before, during and after the conference. Fresh air only ventilation systems are in use and enhanced regular cleaning will be in place across all public areas.

Current UK guidelines state that it is no longer a requirement to wear a facemask or to provide valid Covid-19 vaccination certification. However, please be respectful of those choosing to wear a mask or maintain social distancing. Facemasks will be available near/ at the registration desks on the main galleria.

We are aware that some delegates may wish to continue to **social distance where possible**. Please visit the registration desk if you would like to collect a **red sticker** to add to your delegate badge to make visible to others delegates that this is your preference during the conference. **We ask that other delegates be mindful of those wearing a red sticker dot alongside their badge and maintain a suitable distance where able.**

Delegates will be notified by email of any changes in Government regulations which would require co-operation or advanced planning by delegates (for example mandatory lateral flow testing or mask wearing).

### **Accommodation**

Delegates can choose to book their accommodation for this year's event via our accommodation partners, Reservation Highway, who have negotiated some excellent hotel rates close to this year's venue in Liverpool. Please visit [Reservation Highway's website](#) to view prices and availability.

## **Training Workshops**

If you plan to attend the Training Workshops **YOU DO NOT NEED TO PRE-BOOK**. These workshop places will be allocated on a first-come-first-served basis on the day. Delegates are asked to arrive for workshops 10 minutes before (where possible) the programmed start time to ensure a prompt start. Once seats are filled there is no more capacity i.e. no standing room, due to fire regulations.

## **Research Advice Clinic – Wednesday 30 November**

The Stroke Association will be running a Research Advice Clinic which provides an opportunity for bespoke advice and support to people who are interested in doing, or who are already doing stroke research. The clinic will be held face to face from **09:00 onwards on Wednesday** for delegates who have pre-booked a 1:1 time slot. If you have done this you will have been contacted with details of your time slot in advance.

## **UKSF After Dark and Welcome Drinks Reception – Tuesday 29 November, 17:30 – 18:30**

UKSF After Dark will include bonus scientific content alongside our informal drinks reception, combining networking with learning. All conference delegates are invited to enjoy a complimentary welcome drink in the exhibition hall.

Following UKSF After Dark there will be an opportunity to watch the Qatar 2022 FIFA World Cup Screening – England v Wales at 19:00. Delegates can purchase drinks by card at a pop up bar.

## **Conference Social Event – Wednesday 30 November, 19:00 – late at [Panam](#)**

Tickets to the social event at Panam were available to purchase during the registration process or via a separate link, however tickets were limited and have now **sold out!**

Please arrive at Panam between **19:00-19:30** to check in and receive your drinks vouchers. Entry includes three drinks per person, bowl food, DJ and great opportunities to network the night away! Further details will be sent out by email on Wednesday 23 November.

## **UKSF Safety statement**

At the UK Stroke Forum we aim to create an environment where **everyone is safe**, and conducts themselves in a professional respectful manner.

If at any point you feel unsafe, vulnerable or threatened you can discreetly seek assistance by **asking a member of the UKSF team for Charlie** and our team will be able to assist you.

## **Wellbeing and mental health first aiders**

We will be running a wellbeing programme alongside the main scientific content at this year's UK Stroke Forum. We understand the toll that a 3 day conference may have on your mental health so a number of mental health first aiders will also be on site. Please visit the wellbeing area located at the entrance to the exhibition hall if required.

## **Wellness activities – yoga and morning run**

A morning yoga session will be held early morning on **Wednesday 30 November**. Spaces are limited and are available on a first come first served basis.

To register for the yoga session delegates will need to favourite this activity on the event platform app. Once spaces have been filled, users will no longer be able to favourite the yoga session. If you have booked a space and are no longer able to attend please unfavourite the session to release the place for someone else.

Yoga mats are provided however delegates can bring their own if they wish. The session begins at **07:15** so if you are booked please ensure you are by the enquiries desk in the ACC galleria by **07:05**.

A 5k run will also be held early morning on Wednesday. Delegates are to arrive outside the main entrance of the ACC at **07:05** with a start time of **07:15**. No running equipment or water will be provided so please make sure you come prepared. There will be a volunteer who will oversee the run and they will be responsible for mapping the route and delegates are free to run at their own pace.

\*The UK Stroke Forum is not liable for any injury that is sustained before, during or after the run or yoga session.

### **CPD**

We will issue CPD certificates to all delegates who complete the on-line conference evaluation form. The certificates will be sent to delegates by email early 2023. Delegate feedback is crucial to ensuring that UKSF improves year on year and is your opportunity to shape the future of the UKSF. You will be sent an email shortly after the conference closes with a link to the online evaluation.

### **UKSF Conference event platform**

Delegates will be able to access the **event platform** via the **website and/or the app**. **When the event platform is live we will notify delegates by email** with a link to access the platform.

Just prior to the conference you will be able to download the event app from the **app Store** or **Google Play Store**. Just search for **CrowdComms** who are our app provider. Once downloaded, search for the UK Stroke Forum event using the code: **uksf22**.

On accessing the event within the app, you will be prompted to enter your email address to access the full features of the app. **Please use the email address used when registering for the conference** otherwise you will not have access. *The app includes various features to enhance your time at the event such as: full programme details, e-Posters, exhibition information, floorplans, social media feeds and much, much more.*

If you would prefer to login to the event platform via the website rather than the app, users will still be able to use the website on their phones with full functionality.

**To login via the website please visit** [www.crowdcomms.com/uksf22/login](http://www.crowdcomms.com/uksf22/login)

### **Sustainability**

The UK Stroke Forum is strongly committed to environmental protection and climate action. One of our key objectives going forward is to minimise the environmental impact of our operations and improve the sustainability of UKSF. For this reason there will be no printed programmes available on site. All conference material will be available via the event platform (app or website) however if you would prefer a hard copy please download or print this from our [website](http://www.crowdcomms.com) before you arrive.

We look forward to welcoming you to Liverpool!

Best Wishes,

**The UK Stroke Forum Team**

Email: [ukstrokeforum@stroke.org.uk](mailto:ukstrokeforum@stroke.org.uk)