



TO: NCPDP Membership

FROM: Lee Ann Stember, President and CEO, Standardization Co-Chair

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Bobby W. Davis, Standardization Co-Chair
Sharon Gruttadauria, Standardization Co-Chair
Margaret Weiker, Staff Development Liaison

DATE: May 25, 2018

SUBJECT: NCPDP's Quarterly Joint Technical Work Group Meetings August 1-3, 2018

The next scheduled session of NCPDP's Quarterly Technical Work Group Meetings is August 1-3, 2018 in St. Louis, Missouri.

PLEASE NOTE: For adequate planning, your registration for these meetings must be received in the Council office by Friday, July 20, 2018. Please register online or fax your registration today to attend the work group meetings.

Members

As part of your membership benefit package, there is no registration fee associated with attending the Quarterly Joint Technical Work Group Meetings. However, it is important that you register for these meetings by **Friday, July 20, 2018**. Registration information is needed to ensure adequate meeting room space.

Attendees registering after this date will not appear on the published attendee rosters.

Please register online at <http://www.ncpdp.org/events/work-group-registration-information.aspx?ID=WGAug18> or fax the registration form to the Council office at 480.222.7555, by Friday, July 20, 2018. For registration after that date, please submit a registration form by fax or email.

Non-Members

The registration fee for non-members to attend a work group meeting is \$450. Attendees participating as non-members **do not** have voting privileges.

The meeting registration fee for non-members is payable in U.S. dollars, by credit card, check, money order, or cash. For more information on registering for the work group meetings, please contact Brian Goerlich at 480.477.1000, ext. 109 or bgoerlich@ncpdp.org.

Non-members who pay to attend a work group meeting and then join NCPDP before the next scheduled quarterly work group meeting may apply \$250 of the registration fee towards membership.

Meeting registration cancellations are considered official on the date they are received in writing at the Council office. For cancellations made before July 20, 2018, NCPDP will refund the entire registration fee; however, refunds will not be processed until after the work group meetings. If cancellations are received after July 20, 2018, registration fees **will not** be refunded.

New Members

One of the benefits provided to new members is participation in the NCPDP Buddy Program. This program pairs a new member with an NCPDP Buddy (a veteran member) to help navigate work group meetings and answer questions during the first year of membership. Your assigned Buddy will be notified if you register to attend work groups so he or she may share perspectives on topics NCPDP is addressing that will impact your line of business. If you are a first-time work group attendee, please check the box marked “**This is my first NCPDP Joint Technical Work Group Meeting**” on the work group registration form to receive an invitation to the New Member Welcome Lunch. Please register by July 20, 2018 to ensure your Buddy is aware of your attendance.

If you have any questions regarding the Buddy Program, please contact Jenny Powers at 480.477.1000, ext. 143 or jpowers@ncpdp.org.

Venue

Hyatt Regency St. Louis at the Arch
315 Chestnut Street
St. Louis, MO 63102
314-655-1234

A block of rooms has been secured at the Hyatt Regency St. Louis at the Arch for the group rate of **\$205** per night for single/double occupancy. Reservations can be made by phone at 888-421-1442 and mentioning the NCPDP August 2018 Work Group Meeting, or by clicking [here](#).

Reservations at the group rate must be made by **Monday, July 9, 2018** or while supplies last. All reservations received thereafter will be accepted on a space and rate available basis only. **Please be aware that the room block fills up quickly.**

Individual Guest Room Deposit and Cancellation Policies

Individual Group reservation cancellations are required within seventy two (72) hours prior to the day of arrival will be charged and/or forfeit the first (1st) night's room and tax. A charge of first (1st) night's room and tax will be applied if you do not cancel or do not arrive (no-show). Early departures are subject to penalty fees set by the hotel. Credit cards will only be charged if cancelled within the penalty period. Please contact Kim Dixon-Williams, CMP at kdwilliams@ncpdp.org or 480.477.1000 ext. 113 if you need assistance with room reservations.

[Area Attractions](#)

[Dining](#)

[Transportation](#)

Dress

Dress for all sessions is business casual. Business casual is defined as collared shirts, slacks, and optional sports coats for men; and slacks, casual skirts, or dresses for women. **Please keep in mind that meeting room temperatures vary, so wear layered clothing to ensure your comfort.**