



TO: NCPDP Membership

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

Michele Vilaret Davidson, R.Ph., Standardization Co-Chair
Mark Elliott, Standardization Co-Chair
Richard Sage, Standardization Co-Chair
Bobby W. Davis, Standardization Co-Chair
Anne S. Johnston, R.Ph., Standardization Co-Chair
Sharon Gruttadauria, Standardization Co-Chair

DATE: February 9, 2018

SUBJECT: NCPDP's Quarterly Joint Technical Work Group Meetings May 6-7, 2018

The next scheduled session of NCPDP's Quarterly Technical Work Group Meetings is May 6-7, 2018 in Scottsdale, Arizona.

PLEASE NOTE: For adequate planning, your registration for these meetings must be received in the Council office by Friday, April 27, 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, April 27, 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=WGMay18> or fax the attached registration form to the Council office at 480.222.7555, by Friday, April 27, 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 April 27, 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 April 27, 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 April 27, 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.

Work Group Attendees at Opening Reception

Work Group attendees may purchase a ticket to attend the Opening Reception for the Annual Conference on Monday evening May 7, 2018, from 6:00 p.m. – 8:00 p.m. for a \$100 fee. You can purchase your Opening Reception ticket when registering for the May Work Group Meetings or you can visit the Registration Desk onsite in May.

Venue

Westin Kierland Resort & Spa
6902 East Greenway Parkway
Scottsdale, AZ 85254
480.624.1202 or 800.354.5892

A block of rooms has been secured at the Westin Kierland Resort for the group rate of **\$265** per night for single/double occupancy. Reservations must be made by phone at 480.624.1202 or 800.354.5892, or by clicking [here](#). Mention you are attending the NCPDP 2018 Annual Conference to receive the group rate.

Reservations at the group rate must be made by **Wednesday, April 4, 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

A deposit equal to two night's stay is required to hold each guest's reservation. Such deposit shall serve to confirm the reservation for the dates indicated and upon check-in, shall be applied to the guest folio of the reserved stay. All deposits shall be charged at the time the reservation is made. Any room reservation cancelled within 30 days of arrival will be charged a non-refundable deposit of two-night's room and tax. These deposits paid by individuals are refundable if notice is received at least 31 days prior to arrival and a cancellation number is obtained. 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](#)

[Guest 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.**