

Housekeeping

Emergency procedures

There are no planned emergency practices during the conference. If you hear a continuous siren at any time, please exit building via the sign posted routes.

Mobile phones and personal belongings

Please ensure that all mobile phones are set to silent during the conference.

Personal possessions left unattended are left at the owner's risk. In the event of loss or damage, the organisers must be informed immediately, but accept no liability.

Questions

When asking the presenter, a question, please wait for the microphone to come to you and then announce yourself beforehand.

Feedback

Please fill in your event evaluation form this will be sent to you via email. You will be able to access your CPD certificate once the feedback form has been completed.

Refreshment breaks and lunch

Refreshment stations and lunch will be served in the exhibition and the Balloonist Bar area.

Exhibitors and Sponsors

HFMA North West branch are fortunate to have obtained sponsors to attend this event, without their support the branch would not have been able to run this conference. Please take some time to go and visit their stands.

Thank you to all our exhibitors today:

- Seymour John
- ACCA
- Modality Group
- Sellick Partnership
- Liaison
- RMS
- Castlefield Recruitment
- One NHS Finance
- NHS Shared Business Services
- ELFS Shared Services NHS (ELFS)
- Patchwork Health
- Skills Development Network
- CIPFA
- HFMA Membership

Postcard stamps

You have the opportunity to win a Hotel Break from Doubletree by Hilton, Chester so please pick up a sponsorship postcard at the registration desk, you just need to get your card stamped by the exhibitors

Please ensure all stamped prize postcards are to be returned to the HFMA registration by the end of lunch break (13.20) on Friday 7th June. The winner will be announced after the last session but must be present to receive the prize.

End of day 1 Thursday 6th June

When the last session finishes at 17.00 please take all your personal belongings with you as the room will be turned around for dinner seating. If you are staying for the dinner, there are workspaces around the venue or the hotel bar is open for drinks until the drinks reception starts at 19:00

Accommodation

If you have booked accommodation at the hotel, you can collect your room key from the exhibition area during the afternoon refreshment break at 15.00.

Drinks Reception

The drinks reception will be held in the Balloonist Bar from 19.00.

Gala Dinner

The gala dinner will be served at 19.30pm in the ballroom and does have a seating plan.

Finally!

Please contact a member of HFMA staff at the registration desk outside the Abbey Suite should you have any queries or concerns. The team will be available throughout the conference to help.

Share your thoughts about the conference on twitter by using our hashtag #HFMANW2024

Thank you for your support and we hope you enjoy the conference!