

The 2001 Cancer Conference

Using Science to Build Comprehensive Cancer Programs

GENERAL CONFERENCE INFORMATION

CONFERENCE PURPOSES

The purposes of this conference are to provide participants with information and skills building to:

- Apply current scientific thinking to cancer prevention, early detection, diagnosis and treatment, and rehabilitation and palliation for breast, cervical, colorectal, lung, oral, ovarian, prostate, and skin cancers, and tobacco control.
- Increase research and evaluation in communities and among populations in order to broaden the use of science as the basis for decision-making, policy development, program management, and action.
- Enhance surveillance systems, with both new and existing data, for developing cancer prevention and control program activities.
- Incorporate evidence-based approaches to improving the delivery of public health interventions for all populations in the United States.
- Utilize advances in medicine, communications, education, and technology in improving cancer prevention and early detection efforts.
- Develop and apply strategies for an integrated and coordinated approach to reducing morbidity and mortality from cancer.

REGISTRATION AND GENERAL INFORMATION

Early participant registration begins on **Tuesday, September 4th, 12:00 pm to 6:00 pm at the Imperial Registration Booth on the Convention Level**. The booth will also be staffed from **7:30 am to 6:00 pm on Wednesday, September 5th and Thursday, September 6th, and from 7:30 am to 12:00 pm on Friday, September 7th**. **Professional and Scientific Associates (PSA)**, the conference support contractor, has staff available to assist you throughout the conference, and to answer questions about registration, continuing education, conference sessions, events, and local transportation.

MESSAGE CENTER

The Message Center for the CDC 2001 Cancer Conference is an automated system located in the International Hall, Exhibition Level. There are a number of computer terminals which you can use at your convenience to access your messages during conference hours beginning at 7:30 am on Wednesday, September 5, through 12:00 pm on Friday, September 7.

All incoming calls, during conference hours, will be directed to the message center by the Atlanta Marriott Marquis Switchboard, unless the caller asks to be connected to a guestroom. The message center attendant will type each message into the system which then places your name on the "message waiting" monitors placed in the International Hall and next to the Exhibition Level escalators on the Convention Level of the hotel. The system has also been configured to: give conference participants the ability to send and receive e-mails (so you can continue to conduct business while at the conference); post messages to a message board which all participants can read; send messages to other participants; and check to see if other colleagues might be participating at the conference.

You have been given a unique message center ID number, printed on the bottom of your name tag, which is required to access your messages or e-mails. An attendant will be available at the message center during conference hours to assist you should you have any questions or problems.

The Atlanta Marriott Marquis Switchboard telephone number is **404-521-0000**. People leaving messages should ask for the **CDC 2001 Cancer Conference Message Center**.

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EXHIBITS

Exhibits are displayed in the **International Hall on the Exhibition Level**. Participants are encouraged to view the exhibits between **7:30 am to 5:30 pm on Wednesday, September 5th and Thursday, September 6th, and 7:30 am to 10:30 am on Friday, September 7th**. Exhibitors have been asked to staff their booths during the various breaks throughout the conference, lunch on Wednesday, and during the **Poster Picnic on Thursday, September 6th, from 12:30 pm to 2:00 pm**.

CONFERENCE EVALUATION

Your feedback is very important. The information you provide in your evaluations is used to guide the planning and programming for future conferences. Thank you in advance for helping us gather this valuable information.

Evaluation forms for this year's conference were placed in your conference bag. They are in the *Evaluation and Continuing Education Forms* booklet.

To make sure your voice is heard, complete a program evaluation form for every session you attend and (from the very back of the forms booklet) the Overall Conference Evaluation Form. Return the evaluation booklet with your completed evaluation forms to the Registration and Information Desk before you leave the conference (unless you are seeking continuing education credits).

If you are applying for continuing education credit, please follow the instructions in the front of the *Evaluation and Continuing Education Forms* booklet. See the Continuing Education Credit section (following) for additional details.

CONTINUING EDUCATION CREDIT - NEW ONLINE PROCEDURE

Please follow the instructions in the *Evaluation and Continuing Education Forms* booklet to obtain continuing education credit. **Continuing education is not provided for the Poster Picnic session with Authors or any Late Breaker sessions. There is no charge to participants requesting credits for the CDC 2001 Cancer Conference.**

You must register and enter your evaluation responses on-line to obtain continuing education for all disciplines offered, except CTR for Cancer Registrars.

If you are requesting CTR credit: Complete all continuing education forms in the front of the *Evaluation and Continuing Education Forms* booklet, an evaluation form for each session you attend, and the overall conference evaluation form at the back of the book. Leave the completed forms booklet at the Registration and Information Desk as soon as you complete all of the forms. If you need more time, you may complete your forms after the conference and mail the booklet to PSA (the conference support contractors) so it is received on or before Friday, September 19, 2001. You will not receive credit for sessions if you do not complete an evaluation form. CTR certificates will be mailed on or before October 19, 2001.

For all other continuing education: Please use the *Evaluation and Continuing Education Forms* booklet to record your evaluation responses and comments so you have a hard copy record should it be needed and as a reminder of your responses when you complete the on-line evaluation forms. We recommend that you keep the hard copy for your records should there be any problems with the on-line system.

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CONTINUING EDUCATION CREDIT (CONT'D)

We have 3 computers dedicated to continuing education registration and evaluation submissions. They are in the International Hall South (Exhibition Level) one floor below the Convention Level of the hotel. These computers will be available during conference hours. If you did not register for continuing education on-line before the conference, you may do so during the conference by going to www.phppo.cdc.gov/phtnonline. After the conference, you may complete and submit your session and overall conference evaluations on-line until the cut-off date of **Friday, October 5, 2001**. The system will print your certificate once you have completed all required evaluations. Printers are available if you choose to print your certificate before leaving the conference.

Continuing Education Contact Hours (CECH) will be offered for:

- **Certified Health Education Specialists (CHES):** Centers for Disease Control and Prevention (CDC) has been designated as a provider of continuing education contact hours in health education by the National Commission for Health Education Credentialing, Inc. This conference is a designated event and has been approved for **19.5** Category 1 Continuing Education Contact Hours (CECH) for Certified Health Education Specialists.
- **Certified Tumor Registrars (CTR):** **19.5** hours to be provided by the National Cancer Registrars Association (NCRA) was pending approval at time of publication.
- **Continuing Nursing Education (CNE):** This activity for **23.4** contact hours is provided by the Centers for Disease Control and Prevention, which is accredited as a provider of continuing education in nursing by the American Nurses Credentialing Center's Commission on Accreditation. CDC is accredited by the American Nurses Credentialing Center's (ANCC) Commission on Accreditation. ANCC credit is accepted by most State Boards of Nursing. California nurses should write in "ANCC - Self-Study" for this course when applying for relicensure. A provider number is NOT needed. Iowa nurses must be granted special approval from the Iowa Board of Nursing. Call 515-281-4823 or e-mail marmago@bon.state.ia.us to obtain the necessary application.
- **Continuing Medical Education (CME):** This activity has been planned and implemented in accordance with the Essential Areas and Policies of the Accreditation Council for Continuing Medical Education through the joint sponsorship of the Centers for Disease Control and Prevention (CDC) and the Association of State and Territorial Directors of Health Promotion and Public Health Education (ASTDHPPE). CDC is accredited by the ACCME to provide continuing medical education for physicians. CDC designates this educational activity for a maximum of **19.5** hours in category 1 credit towards the AMA Physician's Recognition Award. Each physician should claim only those hours of credit he/she actually spent in the educational activity.
- **Continuing Education Units (CEU):** The Centers for Disease Control and Prevention has been approved as an Authorized Provider of continuing education and training programs by the International Association for Continuing Education and Training and awards **1.95** Continuing Education Units (CEUs).

SPEAKERS REHEARSAL ROOM

The Speakers Rehearsal Room, located in the **Calgary Room on the Convention Level**, will be available during conference hours for speakers who wish to review their presentations. Please make appointments at the Registration Desk if you require assistance after conference hours. A computer, laser printer, 35 mm slide projector, LCD Projector, Overhead Projector, and various supplies will be available to assist speakers with their presentations.

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NON-SMOKING CONFERENCE

Smoking is not permitted in any of the conference sessions, hallways, meeting room foyers, or exhibit hall. Smoking is only permitted in designated areas of the hotel.

PARKING

Parking is available at the hotel in a covered parking garage at a cost of \$17 per day for valet parking.

BUSINESS AND MAILING SERVICES

For participants who need to use business or shipping services during the Conference, the Marriott Marquis hotel provides these services (for a fee) through **Kinko's, located on the Lobby Level.**

MEETING PUNCTUALITY

CDC will use three mechanisms to help plenary and breakout sessions start and end on time. Please move into your session and take your seats when you hear musical chimes. When you hear the announcement in the Imperial Ballroom to take your seats, the plenary session will begin within 60 seconds. In addition, plenary session moderators will time all presentations and will warn speakers of their time constraints in a standardized fashion.

CELLULAR PHONES AND PAGERS

As a courtesy to presenters and all meeting attendees, please turn ringers on phone and pagers OFF (or to silent notification) during Conference sessions. Use of cellular phones is restricted to the meeting room foyers and public areas outside of meeting rooms.

TAPING POLICY

Individuals are allowed to tape record and photograph only to the extent that it is not disruptive to the presenters or audience and to the extent there is agreement by the session presider and speakers.

FIRST AID AND MEDICAL NEEDS

If you require first aid, please let a PSA staff member know, and they will take care of you (PSA Staff members can be identified by black uniforms with staff ribbons on their name badges). If you have a medical emergency, find the nearest hotel house phone and ask the operator to dial "911" for you.

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SESSION DESCRIPTIONS

Plenary Discussions:

Distinguished speakers recognized as experts in cancer control will speak each morning of the conference.

Topic Discussions:

These 90-minute sessions function as a meeting of experts who share information and discuss a single topic issue. The sessions may include teaching the content of a single topic, issuing a call to action on a subject, or providing additional clarification of an issue.

Short Courses: (Pre-registration Required)

Short courses are pre-conference, training workshops that cover generic or cancer-specific topics. A combination of didactic and interactive instructional methods will enable learning of concepts and/or skills. You must be registered for the conference to sign up for a short course. There will be no additional fees for the short courses. Class size is limited, and participants will be signed up on a first-come, first-served basis.

Abstract Presentations:

Selected abstracts are highlighted in 15-minute presentations. Each 1½-hour session will address a common theme regarding program successes, lessons learned, or problems solved. Time will be allotted for open discussion.