



Report for OSHP BOD Consent Agenda – July 2020 NO ACTION ITEMS FOR BOD

Northwestern States Residency Conference 2020: **Post-Event Report**

Chairs: Rebecca Britton and Kris Marcus

Single Day Event Date: Saturday, May 30, 2020, 0730-1730 via Zoom (hosted by Pacific University Oregon SOP)

Key Events Summary:

- At the end of March, the decision was made to convert live conference to virtual format and reduce registration fee. Secured sponsor for virtual conference delivery. Retained two hrs of preceptor development CE. Remainder of programming was resident major project presentations. Canceled social events.
- CE (1-Safety, 6-Other): Submitted to OR, WA, and MT for approval. Still awaiting confirmation of approval from them; likely delayed due to pandemic workload. Office has prepared CE certificates for distribution.
- TARGET AUDIENCE: Residents, RPD/RPC, preceptors, rising residents, and students in decreasing order of attendance. Initial contact by RPD/RPC email, Citywide distribution list, and ASHP regional residency conference listing.
 - Primary geographic attendees = AK, OR, WA, MT. ID, UT, NV attend Mountain States instead so do not direct market to them. Most west coast and mountain conferences converted to virtual (synchronous or asynchronous) this year. Nationally many conferences canceled.
- REGISTRATION: **311** (as of 5/29/20) – **\$10**: 9 students; **All at \$30**: 90 preceptors, 22 RPC, 40 RPD, 150 residents
 - ATTENDANCE RATE (estimated by Zoom reports, min 0.5h attendance, median = 4.7h of 7h): 97%, [292/302 students excluded] + 7 unregistered
- BUDGET: After pandemic, by vote of committee and consultation with Stacey, agreed to reduce registration to meet expenses and did not expect to have any budgetary surplus as in past years. Likely outperformed expectations as attendance greater than estimated and costs were low.
 - Prior to pandemic: \$30,000 income and \$28,000 expenses (\$2,000 to net NWSRC Fund)
 - Registration: \$125 early bird, \$150 general
 - After: **\$9150 income (est.)** [\$90 + \$9060] **and \$TBA expenses**
 - Registration: \$30

Next steps:

- Review income and expenses with Stacey after all reconciled
- Establish closeout committee meeting agenda and review program surveys
- [Complete archiving of planning documents to Google Drive](#) from all committee member efforts
- Edit and post preceptor development videos and share links with attendees and RPD listserv (not for CE)
- Publish resident abstracts on Common Knowledge and link out to event history page
- [Update/create new event landing page](#) for next year's conference and send link to [ASHP Regional Residency Conferences page](#)

Some Key Planning Notes for Northwestern States Residency Conference 2021:

- Negotiating with potential new co-chair to serve with Kris, if none is found from current committee members or open call, Rebecca has agreed to serve again
- Have reserved date of May 22, 2021 with OHSU RSLB if live meeting. If virtual meeting, alternative date could be considered in May or early June.
 - Save the date and call for volunteers will be sent to Citywide Coordinator, regional RPDs, and past attendees once committee decides and BOD approves event date and delivery mode.
- When making attendance projections, expect similar to usual for residents and RPD/RPC. Mode of delivery affected attendance of other attendee categories (increased attendance of preceptors and rising residents/students with virtual delivery).
- Will research and reach out to any new programs in OR, WA, MT, and AK which are our primary geographic attendees.
 - ID, UT, NV attend Mountain States instead per reply emails to our previous NWSRC announcements. Will not directly advertise to them, but they are still welcome to attend
- Plan to implement meeting app if live conference (budget implications)

