



International Forum on  
**QUALITY & SAFETY**  
in **HEALTHCARE**  
**MELBOURNE**

30 October - 1 November 2023  
Melbourne Convention and Exhibition Centre (MCEC)



## The International Forum on Quality and Safety in Healthcare, Melbourne 2023

### How to book your sessions

**Please note: for group bookings:** If you are a registration contact for a large group, you do not need to book sessions on behalf of your group as they will be sent a direct email and can do this themselves.

However, if you do wish to do this on their behalf, you can log back into your registration from the 'manage your booking link' on your registration confirmation email > go to Summary > and 'edit' the attendee you wish to book sessions for > select 'agenda' and register them for their chosen sessions > click 'Proceed' to confirm all changes are saved.

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**Please note: how to book as an attendee:**

**STEP 1: You will have received an email from us announcing the launch of our sessions - within this email you will see a link to access your booking. You will need to click on this link in order to access your registration and select your sessions.**

**To avoid disappointment, please select your sessions now.**

**Don't miss out!**

**View the full programme here**

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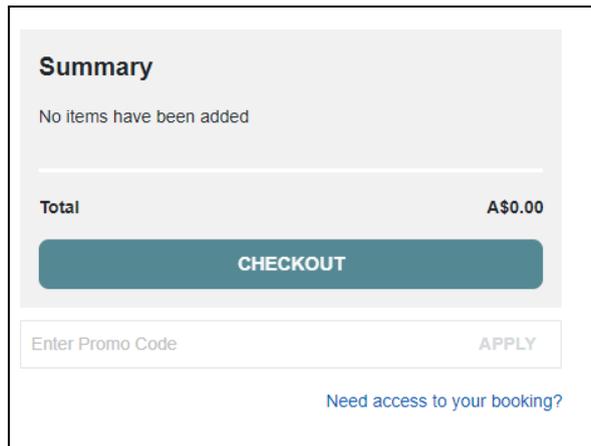
**How to book your sessions**

**1. Click here to access your booking**

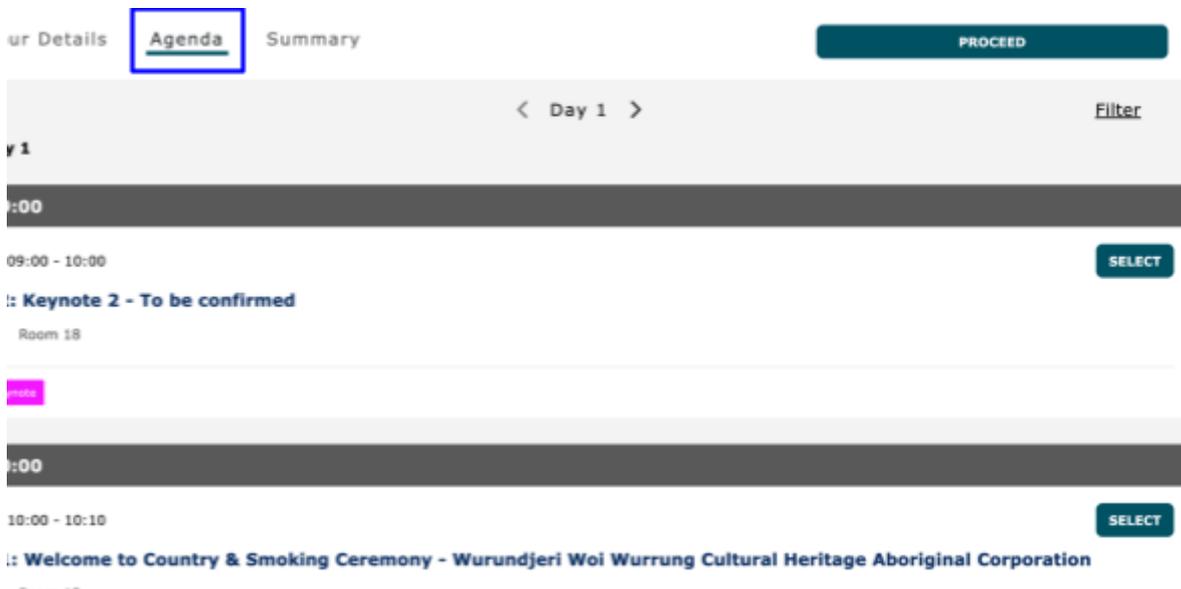
2. Go to 'Agenda' at the top of your registration summary



You can also access your booking on our website registration page by selecting the 'Need access to your booking?' button and following the instructions sent to you:

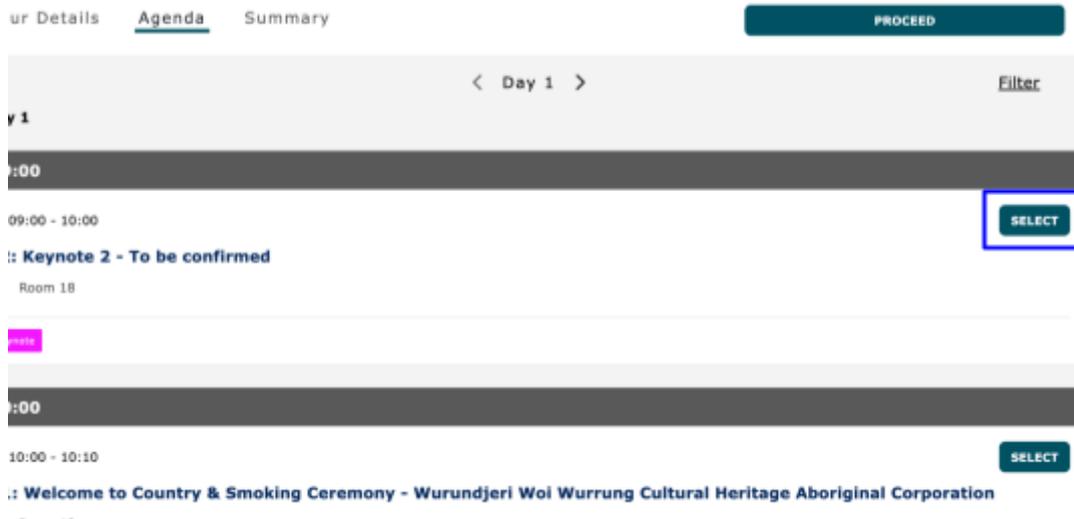


STEP 2: Select the 'Agenda' button at the top of the page to bring up the programme.





**STEP 3: Go through the programme and click 'SELECT' on the sessions you wish to attend.**



**STEP 4: Please ensure you click 'PROCEED' at the top to ensure your changes are saved.**

