

Frequently Asked Questions

1) How do I register?

Register online at www.pcaky.org, mail or fax registration form to PCAK. Register by 8/21/17 to get the Early Bird rate.

Pre-registration ends 9/13/17.
After 9/13/17, on site registration is required.

Fax: 859-225-8969

Mail: 801 Corporate Drive, Suite 120
Lexington, KY 40503

Phone: 859-225-8879

Email: pcaky@pcaky.org

2) What is the cancellation policy?

Conference registration may be cancelled by submitting your request in writing by **September 13, 2017**. Written requests may be submitted by emailing pcaky@pcaky.org. Refunds, minus a \$25 per person processing fee, will be issued **ONLY** for written cancellations received by **September 13, 2017**. Telephone and verbal cancellations will not be accepted. PCAK is not responsible for cancellation requests not received. **REFUND REQUESTS WILL NOT BE ACCEPTED AFTER THE POSTED DATE. NO-SHOWS WILL BE INVOICED - NO EXCEPTIONS.** In lieu of cancelling, you may transfer your registration to another person without penalty. Please allow 6-8 weeks for processing of any approved refunds.

PCAK shall assume no liability whatsoever in the event this conference is cancelled, rescheduled or postponed due to a fortuitous event, Act of God, unforeseen occurrence or any other event that renders performance of this conference impracticable, illegal or impossible. For purposes of this clause, a fortuitous

event shall include, but not be limited to: war, fire, labor strike, extreme weather or other emergency. Please note while speakers and topics were confirmed at the time of publishing, circumstances beyond the control of the organizers may necessitate substitutions, alterations or cancellations of the speakers and/or topics. As such, PCAK reserves the right to alter or modify the advertised speakers and/or topics if necessary. Any substitutions or alterations will be updated on our web page as soon as possible.

3) Where should I stay when I am in town?

A block of rooms has been reserved at the Crowne Plaza-Louisville, 830 Phillips Lane Louisville, Kentucky 40209, for September 17, 2017 - September 19, 2017. A special room rate of \$102 will be available until August 18th or until the group block is sold-out, whichever comes first. To make reservations by phone, please call 888-233-9527 and reference Prevent Child Abuse Kentucky. You may book online at: <https://aws.passkey.com/event/1428156/owner/2812/home>
HOTEL CHARGES ARE NOT INCLUDED IN YOUR CONFERENCE REGISTRATION FEE.

4) What if I have a special need or disability?

PCAK ensures effective and reasonable accommodations to individuals with special needs or disabilities. Please notify PCAK by September 1st.

5) What are the methods of payment?

Checks payable to PCAK, Visa or Mastercard, money order or purchase orders are acceptable forms of payment. All invoices over 90 days old will incur a monthly finance charge of \$25 until the invoice is paid in full.

Frequently Asked Questions continued

6) Will you be offering CEUs, Training Clock Hours, KLEC credit, etc.?

- CEUs for SW are provided by PCAK. PCAK is approved by the Kentucky Board of Social Work to sponsor continuing education for credential holders (KBSW-SP13016). PCAK maintains responsibility for this program and its content.
- CEUs for LPC are provided by PCAK. Awaiting pending through the Board of Licensed Professional Counselors.
- CEUs for Nurses, CADC, and Fee-based Pastoral Counselors are provided by the Department for Behavior Health, Intellectual and Developmental Disabilities {KBN Provider Number 5-0051 (Expires December 31, 2017)-Kentucky Board of Nursing approval of an individual nursing continuing education provider does not constitute endorsement of program.}
- CLEs will be offered through the Kentucky Bar Association. (Pending)
- ECE Training Clock Hours will be offered through the Division of Child Care. (Pending)
- Instructional Leaders may claim up to six hours of credit for conference attendance according to 704 KAR 3:3253(2)(a).
- KLEC credit will be offered through the Kentucky Law Enforcement Council (Pending).
- This conference is listed on the Professional Development Bulletin Board for teachers and educators interested in PD credit. **Participants must sign in and fill out an evaluation at the conclusion of each workshop to receive credit.**

Please visit www.pcaky.org for updates and additional information.

7) A word on evaluation:

PCAK utilizes individual workshop and overall conference evaluations in conjunction with a post-conference survey to assess participants' experience at the **Kids Are Worth It!**® Conference. Evaluation provides participants the opportunity to share feedback on information and materials received through attendance at the conference, as well as how these resources translate into practice. **We ask you to please complete all evaluations made available to you throughout the event.**

8) What about parking and getting around Louisville?

For participants commuting to the Crowne Plaza each day, parking is free and easily accessible. The hotel staff will welcome questions regarding where to eat or fun things to do around the city.

9) How should I dress?

It is difficult to maintain room temperatures comfortable for everyone. **It is advisable to dress in "layers."**

10) Where do I get handouts?

Workshop handouts will be available on the PCAK website (www.pcaky.org) by **September 9th**. In our effort to "go green," there will be no handouts on site. Please print, download or retain handouts for your workshop. In the event your workshop's handouts are not available prior to the conference, a copy will be placed on the website after the event.