

How to Register for an Event

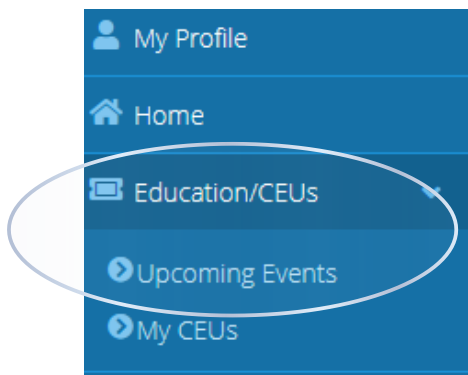
This training identifies how to register for an event on the IHCA member portal.

Your profile needs to be connected to an organization in order to register for an event.

- If you update your organization, please log out and log back in before registering for an event.
- If you are not associated with an organization, please call the IHCA Office (515) 978-2204 to process your registration. Credit card will be needed.

Step 1: Visit: <https://members.iowahealthcare.org/>

Step 2: View the side bar (pictured below). Then, click on **“Education/CEUs”** and select the **“Upcoming Events”** button.



This button will take you to a page that lists the upcoming events. To learn more about an event click **“More Details.”** To Register to attend an event, select the **“Register to Attend”** button.



UPCOMING EVENTS

3/8/2022
Ends on 3/10/2022



ICD-10 CODING ESSENTIALS FOR POST-ACUTE CARE



More Details >

Register to Attend >

Full

1/26/2022
Ends on 5/18/2022



ACTIVITY PROFESSIONALS QUALIFICATION COURSE



More Details >

Register to Attend >

Full

12/10/2021
Ends on 12/31/2023



DEMENTIA CARE TRAINING SERIES



More Details >

Register to Attend >

DEMENTIA CARE "DIGITAL ON-DEMAND" TRAINING SERIES EVENT REGISTRATION

1

Information

2

Attendee Information

3

Review

4

Submit

5

Confirmation

Purchasing for "Iowa Health Care Association" by "Natalie Tryon"

Register an Attendee

Step 3: For group registrations you will see the above screen. You may add registrants to the group registration by selecting **"Register An Attendee."** You may search for records related to the organization and then add them. Make sure to select the box indicating you have read the IHCA cancellation policy (pictured below). Once you are done adding records click the green **"Next"** button.



Iowa Health Care Association
Iowa Center for Assisted Living
Iowa Center for Home Care

Registration Questions

Please verify and complete the following questions to help us prepare this event for you.

Cancellations/Refunds: Refunds will only be granted to those who cancel their registration by 4:00 p.m. three business days prior to the event start date. Cancellations after this date and time, no-shows due to weather, acts of God or illness, will be charged the full registration fee. IHCA reserves the right to cancel any education program; in the event of such a cancellation, all fees will be refunded.

I confirm I have read and understand the cancellation policy: *

This will bring you to the standard checkout screen that shows your subtotal. To continue checking out, select the green "Checkout" button.

Purchasing for "Iowa Health Care Association" by "Natalie Tryon"

You can click or tap on each item to go back and make changes.

ITEM	QUANTITY	UNIT PRICE	TOTAL PRICE	REMOVE
 Dementia Care Training Series Group Registration for Iowa Health Care Association PURCHASING FOR: Natalie Tryon	1	\$85.00	\$85.00	

Promo Code


Promo Code

Subtotal \$85.00

Subtotal does not include applicable taxes or shipping costs, if any.

Purchasing for "Iowa Health Care Association" by "Natalie"

You can click or tap on each item to go back and make changes.

ITEM
 Dementia Care Training Series Group Registration for Iowa Health Care Association PURCHASING FOR: Natalie Tryon

Promo Code

Promo Code

Subtotal \$85.00

Subtotal does not include applicable taxes or shipping costs, if any.



Iowa Health Care Association
Iowa Center for Assisted Living
Iowa Center for Home Care


Step 4: Once you click “Checkout” you will be sent to the standard payment screen where you may enter billing address information and payment information.

Billing Address + add new billing address

1204 Linden St Dallas Center, Iowa 50063-1052 United States

Payment Options

Credit Card ACH Bill Me



Name on Card: *

Card Number: *

CVV Number: * ?

Expiration Date: * 01 2022

Billing Zip/Postal Code: *

Confirmation Email

Send a confirmation email to:

[← Previous](#) [Submit Your Order ✓](#)

If you have questions about the new Member Portal, please email info@iowahealthcare.org.



Iowa Health Care Association
Iowa Center for Assisted Living
Iowa Center for Home Care