

Terms and conditions for McGill Conference – Designed 2 Move

1 Application and Payment

- 1.1 Places for the course are limited and given on a first come – first served basis.
- 1.2 After your application you have 14 days to reconsider your application, after this time your registration will be definite and payment is required.
- 1.3 Payment of the course fees must be made within 14 days of the booking date
- 1.4 Fees need to be paid in cash or by bank transfer.
- 1.5 All of our courses will be offered tax free.
- 1.6 The course fees cover the course materials.
- 1.7 The fees may also include refreshments and/or lunch. This will be stated in the course advertisement.

2 Cancellation Policy

- 2.1 Designed 2 Move reserves the right to make alterations to fees, arrangements and dates for teaching and learning sessions, including the decision to run all or parts of the course in the light of demand.
- 2.2 In the event that the course is cancelled or re-scheduled by Designed 2 Move, a full refund of fees will be given, but Designed 2 Move takes no responsibility for travel or accommodation expenses incurred by the delegate.
- 2.3 Should the registered attendee be unable to attend, a substitute attendee is welcome as long as he/she fulfils the attendance criteria.
- 2.4 If for any reason you are unable to attend the course please be aware that fees will be refunded, less a € 100 administration charge, for all cancellations received at least 30 days before the event.
- 2.5 Cancellations received after the 30 day period but 14 days prior to the course date will receive a 50% refund less the € 100 administration charge.
- 2.6 No refunds can be given after this time.

3. Complaints

If you have a complaint whilst attending one of our courses please notify our representative managing the event who will endeavour to assist you and use his/her reasonable efforts to resolve the problem immediately. If you are still not satisfied, or there is any other aspect you are not happy with, you must write to the director of Designed 2 Move (Mr. M. Bevers) within two weeks after the event.

Please write your booking reference number on your letter and include your daytime telephone number. Designed 2 Move is required to respond within 3 weeks after the complaint has been made. If you aren't satisfied with the solution Designed 2 Move offers, Designed 2 Move has an independent mediator that will give a final conclusion on the matter of both parties. The conclusion of the mediator is definite for both parties. All complaints will be treated confidentially. Complaints will be saved in our system as long as the complaint is relevant for both parties.

4. Health and Safety Policy

By attending the course, you agree that it remains your responsibility for any activities or procedures that will be performed on you during the seminar. If you do not wish to participate in the activity or procedure you have the right to withdraw. Therefore Designed 2 Move cannot be held responsible for any consequences.

5. Accreditation

All of our courses will be awarded with Continual Professional Development credits (CPD). CPD is a globally accepted standard for most (para)medical professions that require continuation in the development of the professional.

Designed 2 Move believes that once a course is accredited by a (para)medical profession, it is not desirable/necessary to go through another accreditation process for another profession, this because of the associated high costs for these procedures for a relatively small number of attendees for that particular profession.

When enough attendees of a profession that requires a new process for accreditation sign up for a particular course, Designed 2 Move will consider going through that process.