

The Hemophilia Association of San Diego County (HASDC) strives to provide quality educational programs to “constituents” living in the HASDC “coverage area”. The purpose of these guidelines is to ensure that HASDC can continue to deliver educational programs for all constituents.

RSVP MANAGEMENT GUIDELINES

HASDC reserves the right to determine one’s place on a roster by:

- Constituent standing (see definition on the next page)
- Coverage area, if outside of coverage area then:
 - Constituents location of primary bleeding disorder treatment (i.e. Hemophilia Treatment Center (HTC), hematologist, etc. is in San Diego County)
- Late cancellation, excessive cancellation, and/or no-show history
- Dual role – an industry agent who is also a constituent (see Industry Guidelines for details)
- Attendance and participation at additional educational events over the past year
- Target audience of event (families, adults, teens, etc.)
- Number of RSVP’s vs. capacity of the event
- Date/time of registration (if event is first come, first served)

EVENT REGISTRATION GUIDELINES

Event Registration and Confirmation

HASDC requires that all attendees RSVP online and then reply to the confirmation email prior to an event.

Out of Coverage Area Registration Guidelines

Constituents that live outside of HASDC’s coverage area and are interested in attending a program may participate if:

- Space is available, which includes ensuring that no constituents who are part of HASDC’s coverage area will be turned away.

Change in Number of Attendees

Please inform HASDC when you modify your RSVP numbers after you have confirmed registration for an event. This enables staff to purchase an accurate amount of food, beverages, and event tickets.

Registration Cancellation

HASDC requires all persons who have confirmed a space at an event to provide as much notice as possible when they are not able to attend. Some events may have a specific late cancellation deadline (i.e. events with an overnight hotel stay, events with admission tickets, summer camp, etc.)

Event No-Show Guidelines

HASDC will require a \$25 fully-refundable deposit to accompany any future reservation if a member has “no-showed” for 2 events in a 12-month period. Once a member has had less than 2 “no-shows” in a 12-month period, the deposit will be waived.

Late Cancellations, Excessive Cancellations, or No-Shows

Cancellations or no-shows for HASDC events for any reason other than illness and/or family emergencies will be documented and you will receive an email from HASDC stating as such. HASDC understands that emergencies and extenuating circumstances arise and reserves the right to evaluate on a case-by-case basis.

Camp Pascucci

HASDC contracts with YMCA Camp Oakes to offer Camp Pasucci, a summer camping experience for children ages 7-14.

HASDC is financially responsible for all children within the HASDC coverage area who have a confirmed spot at Camp Pascucci (a confirmed spot requires that you meet all HASDC application deadlines, including payment of registration fee).

If a child “no-shows” or cancels within two weeks of the first day of camp, parents/caregivers may be responsible for reimbursing HASDC the full camp amount (cost per child is \$700+) and/or paying HASDC to reserve your spot for the following year.

Camo OAR (Teen Camp)

HASDC contracts with Environmental Traveling Companions to offer Camp OAR (teen camp), a summer camping experience for teens ages 14-19.

HASDC is financially responsible for all children within the HASDC coverage area who have a confirmed spot at Camp OAR (a confirmed spot requires that you meet all HASDC application deadlines, including payment of registration fee).

If a child “no-shows” or cancels within two weeks of the first day of camp, parents/caregivers may be responsible for reimbursing HASDC the full camp amount including flight costs (cost per child is \$700+) and/or paying HASDC to reserve your spot for the following year.

Definitions

“Constituent”

Shall include persons with an inherited bleeding disorder or members of their immediate family/household member.

“Inherited Bleeding Disorder”

Bleeding disorders are a group of inherited conditions in which there is a problem with the body’s blood clotting process. They are characterized by extended bleeding after injury, surgery, trauma or menstruation. Bleeding can also begin on its own. Specific inherited bleeding disorders can include: hemophilia A (factor VIII deficiency), hemophilia B (factor IX deficiency), von Willebrand disease (VWD), platelet disorders, and rare factor deficiencies including I, II, V, VII, X, XI, XII, XIII.

“Coverage Area”

The territorial jurisdiction of HASDC as outlined by HASDC’s Articles of Incorporation includes the residents of the cities within San Diego and Imperial Counties.

- **Constituents location of treatment** - Individuals who live outside of HASDC’s territorial jurisdiction but receive their primary bleeding disorder treatment within HASDC’s territorial jurisdiction would also be considered part of HASDC’s coverage area.

“No-Show”

One that confirms a space via email, does not attend, and does not cancel their reservation prior to the event.

“Late Cancellation”

One that confirms a space via email and then cancels after confirmation and/or identified deadline for cancellation.