**2024 NACDD Annual Conference**

**FAQs and Other Important Information**

Capital Hilton

1001 16th Street NW

Washington DC 20036

Tel: [(202) 393-1000](https://www.google.com/search?q=capital+hilton&rlz=1C1CHBF_enUS696US696&oq=capital+hilton&aqs=chrome..69i57j46i131i175i199i433i512j35i39j46i175i199i512l2j0i512j69i61l2.1961j0j7&sourceid=chrome&ie=UTF-8)

**Hotel Information:**

Check In – 4:00pm ET (Eastern Time)

Check Out – 11:00am ET

**Registration Hours**

Conference Registration Hours:

Tuesday July 22, 2024 2:00pm- 6:00pm

Wednesday July 24, 2024 7:00am- 4:00pm

**Other Information:**

Dress Code

The dress code for all NACDD functions is business casual.

On-site contacts

Please refer to NACDD staff member or volunteer for any questions or concerns. All NACDD Staff will be wearing a staff ribbon.

Frequently Asked questions:

**Meeting Locations?**

The NACDD Office will be in Michigan. We will have access to this room beginning on Sunday July 21, 2024.

Within the staff office, there is an inner private area that is the designated quiet room. If you or someone you know need to use a quiet room for a bit of time, please find an NACDD staff member to show you where the room is.

Most of the sessions will take place on the second floor of the hotel. The general sessions will be in the Presidential Ballroom for the Annual Conference.

The reception on Tuesday evening will be on the second floor in South American AB.

**Where is the NACDD registration Desk?**

The NACDD registration desk will be in second floor registration booths. Once you got passed the elevators and can look out over the balcony you will see the registration team.

**Where are the accessible bathrooms?**

There are accessible restrooms near the elevators (this is around the corner from the ballrooms).

**Is there WIFI?**

Yes, WIFI will be made available to all participants in the meeting areas starting Monday morning. The passcode is (NACDD2024)

**Face coverings**

We ask that staff and participants follow all local guidelines and laws with respect to practicing social distancing and wearing a mask in public areas. We request that everyone wear their mask unless they are eating or speaking.

**Is there a business center where I can print?**

The business center is in the lobby area. NACDD staff will have a printer as well.

**Does NACDD have a lost and found?**

All items lost during the conference should be gathered at the registration desk until the end of the conference (3:00 pm Thursday July21st) and will then be transferred to the hotel Lost and Found.

**Where can I complete the NACDD conference evaluation?**

Links for evaluations will be provided to the participants via the mobile app and platform. We will be able to print evaluations for anyone who requests one.

**Where can I find the conference materials?**

The conference materials will be available on the NACDD website after the conference is over and via the Pathable site (password protected)

**Logistics and Accessibility**

**Accessible Transportation from Airport**

* + Ronald Reagan Washington National Airport- 19 miles
  + Dulles International Airport- 25.5 miles

Super Shuttle provides accessible shuttle service.

<https://www.supershuttle.com/locations/washington-dca-iad/>

Red Top Cab also has a number of accessible vehicles: <https://www.redtopcab.com/#/booking/>

Estimated taxi fare is $35 for National and $60 for Dulles..

National airport is connected to mass transit options: blue and orange lines

Dulles airport is connected to mass transit options: silver line

For additional information on the Washington-Metro Area accessible transportation options: <https://www.wmata.com/service/accessibility/>

Uber and Lyft are available from all airports but neither have many accessible vehicles.

**Hotel Parking**

There is valet parking only. Valet Parking is $65 per day. Please use mass transit or park at the NACDD office if you need to use your car.

**Where can we eat?**

There is one restaurant at the hotel where you can eat: North Gate Grill

In addition there are plenty of restaurants on K Street that are easily accessible via a short walk. (<https://maps.app.goo.gl/mHvymXmWWvTJtYEs8>)

**Local Hospital**

George Washington University Hospital—10 minutes away (202)- 715-4000

Howard University Hospital—13 minutes away (202) 865-6100

**Accessible Equipment Rentals**

If you are renting equipment, please let NACDD know so they can connect you with the appropriate people at the hotel.

[Mandad Medical Supplies](https://www.mandadmedical.com/pages/rentals-repairs/patient-hoyer-lift-rental-woodbridge-va)- [mandadmedical1@gmail.com](mailto:mandadmedical1@gmail.com) **-** [(703)910-6264](tel:%20(703)910-6264)

[My Medical House](https://www.googleadservices.com/pagead/aclk?sa=L&ai=DChcSEwi06eKi5o-GAxV4SEcBHcrfBcIYABACGgJxdQ&ase=2&gclid=CjwKCAjwupGyBhBBEiwA0UcqaDPvFBdpH2hpXfdENkUrIC1taX79k9wrql-J4-VLUJH0YvCeFtEg3xoCXZsQAvD_BwE&ei=fL1EZr3nJIGf5NoP3aCR8Ak&ohost=www.google.com&cid=CAESVuD2keYEtOGAt1x9OxpI4J9BOn8WSCJFEjj7R4AFFTrF2msOhoIlvGdDftCjSWZOk3lkBpf89uHlBX9q5I62K8MuWMOGe8BdUB0UfOCDI43pHw3QyLyK&sig=AOD64_1cRy7UjG-a5pXQr7GdPyo1tczNGw&q&sqi=2&nis=4&adurl&ved=2ahUKEwi9ldqi5o-GAxWBD1kFHV1QBJ4Q0Qx6BAgIEAM): [sales@mymedicalhouse.com](mailto:sales@mymedicalhouse.com) – 703-214-0462

[Zask Medical Supply](http://www.zaskmedical.com/) 703-354-1266

[Rio Medical Supplies](https://riomedicalus.com/): 703-931-9600

**Emergency Plan NACDD Staff**

Who should I call in case of an emergency?

It is important for everyone to maintain a positive and calm attitude during any situation. Worrying will not prevent, delay, or lessen any damage. Your first course of action should be contacting Robin Troutman and if you need assistance from the hotel, any hotel phone will connect you with the Hilton operator who can contact you via an emergency line.

Emergencies Procedure Information:

* Paramedics, Fire Department, and Police Department are all located approximately 10 minutes away from the hotel.
* The hotel security department and a small number of employees are trained and certified in CPR.
* Emergency evacuations routes are in all the guest rooms.
* Nearest hospital and ER: Georgetown University Hospital

How to respond to a medical emergency:

* While waiting for medical assistance, identify yourself as an NACDD staff and reassure the person that help is on the way.
* Stay with the injured person until the medical staff arrives. Do not move the person unless their position is life- threatening. Do not give the person anything to drink or eat.
* Perform first aid ONLY if you are trained and validated in the proper techniques.

**NACDD Staff**

Staff Contact Information – Just in Case

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| --- | --- | --- |
| FIRST NAME | LAST NAME | CELL NUMBER |
| Robin | Troutman | 703-395-1176 |
| Erin | Prangley | 818-456-6517 |
| Rafa | Rolon-Muniz | 787-619-0581 |
| Eric | Berg | 240-688-3903 |