## **COURSE PREPARATION MATERIALS**



Head and Neck Anatomy and Evaluation (CBCT)

> LVI Global 1401 Hillshire Drive, Ste 200 Las Vegas, NV 89134 www.lviglobal.com 888.584.3237

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# **Course Change and Cancellation Policy**

Registration fees are non-refundable and must be exercised within two years. LVI Global, LLC ("LVI") reserves the right to cancel courses 30 days prior to the scheduled date of a course or activity. Should LVI cancel a course or activity, LVI will apply the full value of any deposits and fees related to said course or activity to future LVI course or activities. Should LVI cancel a course or activity, you may also have the option of having the deposits returned to you. Fees remain non-refundable but, may be reapplied to another course or activity. LVI will not be responsible for any other fees, costs or consequential damages associated with canceling this LVI course or activity. For courses requiring a live-patient, the treating Doctor must bring a patient of record. During courses conducted at LVI, I understand that photographs or video may be taken of me for educational and marketing purposes. I hold harmless LVI for any liability resulting from this production. I waive any right to inspect the finished production as well as advertising materials in conjunction with these photographs. I understand that I may receive marketing materials as a result of my attendance.

### **Change/Cancellation/Postponement Policy:**

- A change, cancellation or postponement of course date is not complete without your required signature and date.

### The following do not apply if moving from TBD status to date selection

- If change, cancellation, or postponement is received 60-90 days prior to registered course, 25% of the course fee will be forfeited.

- If change, cancellation, or postponement is received within 60 days, 50% of the course fee will be forfeited.

- If change, cancellation, or postponement is received less than 30 days prior to your registered class, 100% of the course fee will be forfeited.



Please note travel expenses are not included in your tuition. Visit the <u>LVI Global website</u> for the most up to date travel information.

IT IS HIGHLY RECOMMENDED THAT YOU BOOK YOU HOTEL AS SOON AS POSSIBLE.

30 DAYS OUT LVI'S ROOM BLOCK WILL BE RELEASED SO ROOMS MAY NOT BE AVAILABLE



# **Required Materials**

Please bring with you to the course the following

- A mouse with a scroll wheel. This will make it a lot easier to review the scans.
- Laptop, USB drive and requirements below (if using a mac computer, Windows installation is required. E-mail jhaggard@lviglobal.com with questions):
  - Processor: Intel Core i5 (6th gen.) or better (i7 Desktop recommended)
  - o RAM: 16GB
  - Graphics card: NVIDIA or AMD (dedicated GPU)
  - Operating system: (any of the below)
    - Windows 10 Pro (64 bit)
    - Windows 8.1 Pro (64 bit)
    - Windows 7 Pro (64 bit)
    - Mac OS X 64 bit
    - Romexis 5, Sierra/High Sierra
    - Romexis 4.5 4.6.2, Yosemite/Sierra

Send 2 weeks before the course begins

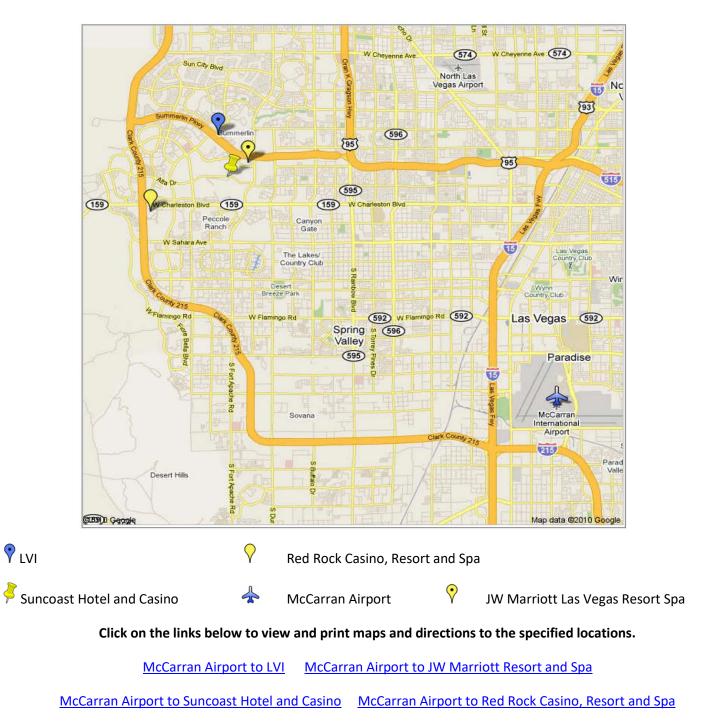
• Manual request form sent to programs@lviglobal.com



Please note this course will start at 7 am. Please make sure to set up your computer as soon as you have signed in. Breakfast will be at 7:30







JW Marriott Resort and Spa to LVI Suncoast Hotel and Casino to LVI Red Rock Casino, Resort and Spa to LVI



#### What is the weather like in Las Vegas?

In the winter months temperatures range from 15-60°. In spring the weather is nice with highs between 70-80°. Summer months are hot, highs up to 110°, with nice warm summer nights. In the fall it cools down with temperatures back around 70-80 degrees.

#### What should I wear when I come to LVI?

Business casual. We tend to keep the building cold so you might want to bring a light sweater.

#### What should I wear if I am treating a patient in the clinic?

Just as you would in your office, appropriate Clinical Attire is expected at LVI. Attire should conform to OSHA/CDC guidelines and regulations, and should include protection like closed toed shoes for all of the team in the clinical setting.

#### Is food served at LVI?

A continental breakfast is served at 7:00 each morning and lunch is provided each afternoon. Snacks are also available throughout the day.

#### How far is the Las Vegas Strip from LVI?

Approximately 12 miles. It could take up to 30 minutes with traffic.

#### Do you provide transportation to LVI?

Due to COVID-19 transportation is not available at this time

#### Where do I check-in when I first arrive at LVI?

For every course you attend at LVI, you must check-in on the first day in the **Hillwood Building** (Building with the purple rotunda). You will be directed to breakfast at registration.



#### How many CE hours can I expect to receive from this course?

After completing this program, you will receive a CE form of the appropriate AGD approved continuing education credit hours. These credits represent the lecture and participation portion of the course.

#### When will I receive my CE credits?

Your CE form will be presented along with your attendance medallion and/or letter. Please keep a copy of this form in your office records.

#### Does LVI submit my CE credits for me?

We will submit your CE credits to the AGD if you provide us with your AGD number. It is your responsibility to keep the CE form indicating your credits on file in your office and, if necessary submit your CE hours to the appropriate organization(s) (i.e.: your state/territory, etc.).

#### What happens if I lose my CE letter?

Once you receive your CE form, hold on to your originals and send copies when submitting your organizations. If your original letters are misplaced, LVI must charge a \$30.00, per course, processing fee for necessary research. Replacement CE letters can take up to 3 weeks to receive.

#### **Educational Objectives:**

The educational objectives for this course are for the participants to be able to:

- Interpret Cone Beams
- Recognize normal architecture
- Recognize anomalies and where and when to refer