

Delegates Checklist

Prior to the Meeting:

- Sign-up for the House sessions you wish to attend [here](#)
- Review 2017 posted [House webinars](#)
- Join in policy discussions via [APhA Engage](#) HOD communities
- Review Delegate Materials prior to the HOD meeting
- Prepare your amendment recommendations prior to House proceedings ([Sample Amendment forms](#))

While at the Meeting: (Check the Schedule At A Glance for Time/Room Information)

- Delegate Check-in located in **Exhibit Hall ABC** on Friday, March 24 between 12:00 pm – 3:30 pm to receive your Delegate ribbon and voting device (Must be seated by 2:45 pm)
- Saturday, March 25 - New Business Review Committee Open Hearing
- Sunday, March 26 - Policy Committee Open Hearing
- Delegate Check-in located in **Exhibit Hall ABC** on Monday, March 27 between 11:00 am - 2:00 pm to receive your Delegate ribbon and voting device (Must be seated by 1:15 pm)

After the Meeting:

- Submit 2017 Policy Topic Ideas online by **March 31, 2017** at <http://fs3.formsite.com/apha/form220/index.html>
- Volunteer to sit on a 2017 House Committee before **June 14, 2017** at <https://fs3.formsite.com/apha/form217/index.html>
- Contact your State, Academy or Recognized Organization to make sure you are listed as a delegate for 2017-2018!

APhA House of Delegates Online: <http://www.pharmacist.com/apha-house-delegates>

APhA Email: hod@aphanet.org