

2009 MSOD DATA COLLECTORS WORKSHOP

The Grace Hotel, Sydney. 12th May 2009

Workshop Brochure



The MSOD Project is funded by the Australian Government, through
the Department of Health and Ageing (DoHA)

Welcome!

At the 2008 MSOD National Workshop, medical school staff that are responsible for data collation for the MSOD, discussed the need for a specific workshop to demonstrate the correct use of the data templates and to be able share and discuss issues and good practices of data collection at medical schools.

The MSOD Project has recently managed to establish some funds to conduct a one day workshop for medical school staff who are directly responsible for the data collation.

Programme

TBA

Registration

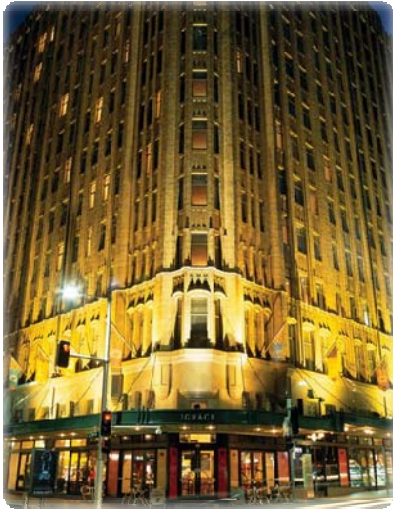
This workshop is relevant for administrative staff who are directly involved with the collation of the MSOD Medical Schools Data. It is also useful for IT staff who are responsible for the setup and/or upgrade of databases and systems to collate the MSOD data.

Registration is free. The Project will cover all associated workshop costs, including accommodation, travel, meals and incidentals on the 12th May as well as the welcome dinner on the night of the 11th May. Please confirm your attendance by completing a registration form at the Medical Deans website:

<http://www.medicaldeans.org.au>

The deadline for registration is C.O.B. FRIDAY 17 APRIL 2009.

Workshop Venue, Tuesday 12th May, 8.30am—4pm



The MSOD Data Collectors Workshop will be held at The Grace Hotel, located at 77 York Street, Sydney. The Grace Hotel is an elegantly restored Neo Gothic hotel built in 1930 and has recently been classified as a heritage building by The Australian National Trust, integral to the Sydney CBD landscape. The Grace Hotel's central location fronts three of Sydney's most prominent streets - York, King and Clarence. Delegates will enjoy this fantastic setting, only minutes walk from all the attractions of Darling Harbour, Cockle Bay and King Street Wharf. Also within walking distance are Sydney's best shopping districts, including the Queen Victoria Building (QVB), David Jones city stores, Myers at Sydney Central Plaza and Pitt Street Mall. Additionally, delegates will be delighted to find The Rocks, Circular Quay, Sydney Harbour Bridge and Sydney Opera House all nearby. <http://www.gracehotel.com.au>

THE GRACE HOTEL

77 York Street
Sydney

Tel: +61 (02) 9272 6888

Fax: +61 (02) 9299 8189

<http://www.gracehotel.com.au>

Welcome Dinner, Monday 11th May 2009, 6.30pm—11.00pm



A welcome dinner will be held at the Blacket Hotel's Sky Room, located at 70 King Street, on the corner of King and George Streets in the CBD, Sydney. Meet other medical school staff, in a relaxed atmosphere the night before the workshop. Located on the roof top of the Blacket Hotel at Level 9, the Sky Room lets you experience Sydney's unique oasis amongst the towering skyscrapers. You could be mistaken for thinking you were in downtown Manhattan. Dress Code: Warm

THE BLACKET HOTEL

70 King Street
Corner of King & George Streets
Sydney

Tel: +61 (02) 9279 3030

Fax: +61 (02) 9279 3020

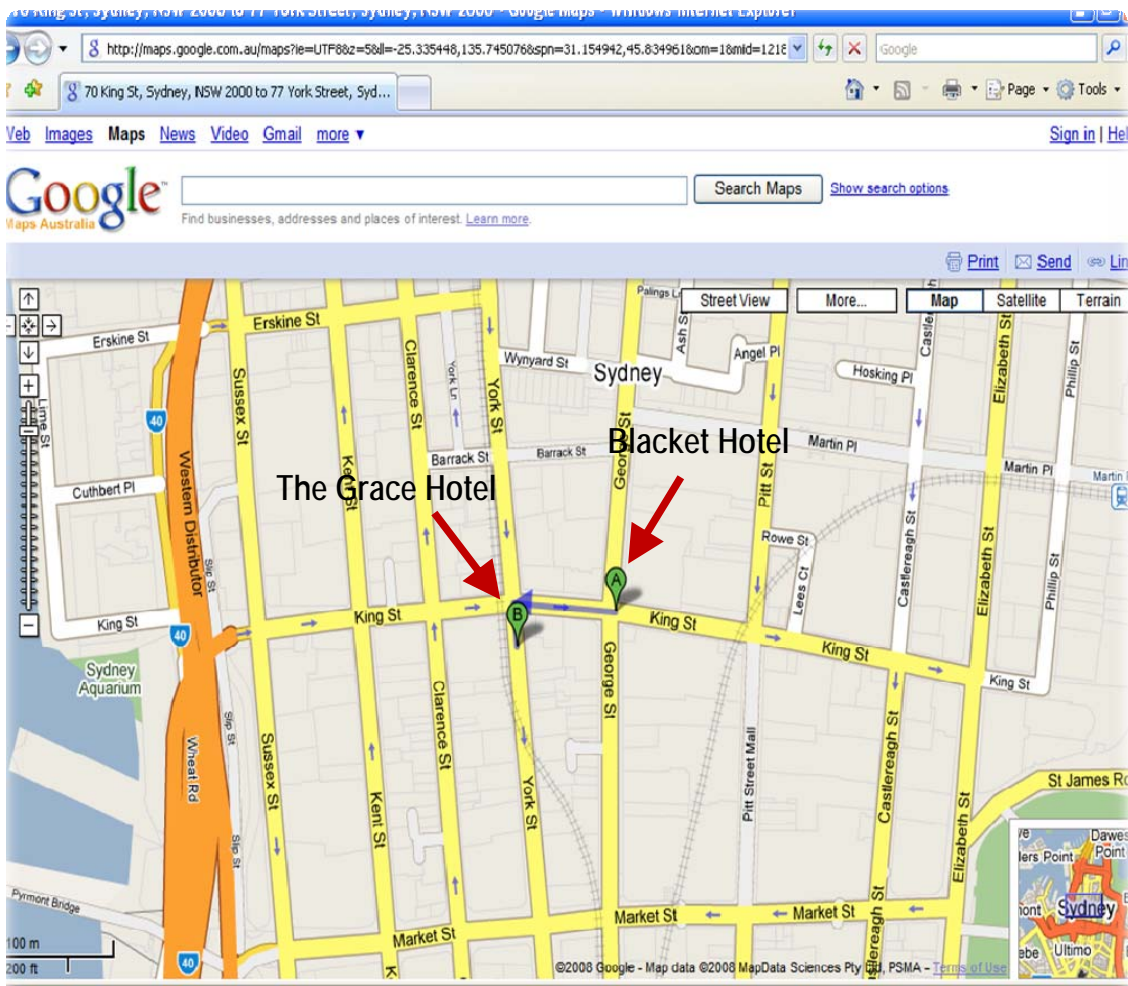
<http://www.theblacket.com/contact.asp>

Rating: 4.5 ★ Boutique Hotel

Getting There

Both the Blacket Hotel and the Grace Hotel are located in the CBD across the road from each other and are easily accessible by all forms of transport. A taxi ride from Sydney's domestic terminal takes about 25-30 minutes. The estimated cost for this trip is AUD \$30-\$40.

The Blacket Hotel and the Grace Hotel are a short walk from both Town Hall and Wynyard train stations. Bus routes running down George Street include routes 339, 413-423, 428-440, 483, 501, X01, X23-X28, X38-X40. Alight at the bus stop on the corner of George and King Streets for the shortest route on foot to either location. For further information about Sydney's public transport system, please visit: <http://www.131500.info>



Street Parking

On-street parking in the CBD is metered and quite limited. The Grace Hotel offers delegates a Conference parking rate of \$35/day at Plaza Parking. The car park is accessible from 124 Clarence Street. Have your parking ticket stamped at the Conference Concierge desk on Level 2 of the Grace Hotel.

For visitor information and maps on Sydney CBD and suburbs, please visit the following site:

<http://www.discoverysydney.com.au/maps/>

Accommodation & Travel

The Project will reimburse as follows: The project will pay for flights, accommodation and incidentals for up to 2 staff. You can claim your expenses from the Project funds by submitting your invoices and receipts to:

Medical Schools Outcomes Database & Longitudinal Tracking Project
c/o Medical Deans Australia & New Zealand
Ground Floor, Building F
88-94 Mallett Street (M02F)
The University of Sydney NSW 2006

Please note: All attendees will be responsible for arranging their own flights and transport to and from the workshop.

FLIGHTS and OTHER TRAVEL EXPENSES

The Project will reimburse travel which is the most direct route using normal economy class fare. If one chooses to fly business class or full economy then they will only be reimbursed to the cost of a normal economy airfare.

ACCOMMODATION

The Project will arrange and pay for 1 night's accommodation at the Blacket Hotel. Please confirm your booking for accommodation on the registration form.

MEAL and INCIDENTAL EXPENSES

Please note that dinner will be provided on the 11th May, breakfast is included with your accommodation on the 12th May and morning tea/ lunch/afternoon tea will also be provided on the 12th May.

Any meal and incidental expenses incurred will need to comply with the ATO guidelines. That is, the rates only apply to meals that fall within the commencement of travel to the end of travel.

The ATO Guideline is as follows:

2009 ATO Reasonable Amounts for Travel Allowance Expenses Guideline

Place	Accomm. \$	Food and drink \$	Incidentals \$15.45	Total \$
Sydney	183	B'fast 20.20 Lunch 22.65 Dinner 38.95	15.45	280.25