

IPAC CANADA
2017 DATES & DEADLINES
MSO = Membership Services Office (info@ipac-canada.org)

DATE - 2017	ACTIVITY	FORWARD TO
JANUARY		
January 13	Board and Committees 2016 Annual Report	MSO
January 13	2016 Chapter Annual Report (see Policy Form #21)	MSO
January 13	Interest Group 2016 Annual Report (see Policy Form #21A)	MSO
January 20	Deadline to send agenda items for Chapter Presidents teleclass(see below)	MSO
January 31	Deadline for 2017 Ecolab Poster Contest entries "Infection Prevention and Control – It's a Team Thing!"	MSO
January 31	Deadline for 2017 SealedAir Diversey Scholarship online application	On-line at www.ipac-canada.org
January 31	Deadline - 2016 Chapter Financial Report	MSO/Treasurer
January 31	Chapter Presidents Webinar – 1:30 pm ET	
FEBRUARY		
February 1	Chapter Treasurer's Spring Accounting Webinar – 1:30 pm ET – TO BE CONFIRMED	
February 10	Deadline – Additional Nominations for Board positions . President-elect . Secretary . Director (Education) . Director (Chapters and Interest Groups)	Secretary c/o MSO
February 10	Deadline – Abstract Submissions for 2017 conference	Online
MARCH		
March 1	Deadline – 2016 3M Chapter Achievement Submission	MSO
March 1	Deadline – Nominations for Champions of Infection Prevention and Control	MSO
March 1	Deadline – Chapter Presidents Fund application	MSO
March 31	Deadline – CIC® Chapter Achievement Award	MSO
March 31	Deadline – 2017 Moira Walker Memorial Award for International Service	MSO
APRIL		
April 30	2017 Conference Early Bird Registration Deadline	
MAY		
May 16	Deadline for reservations at Delta Prince Edward Hotel for 2017 conference	
JUNE		
June 13	Conference pre-registration ends; register on site after this date	
June 16	IPAC Canada Board of Directors meeting, Delta Prince Edward	
June 17	Interest Group Meetings, Delta Prince Edward (Note: Committee meetings will also be scheduled throughout the conference.)	
June 17	CIC® Study Preparatory Workshop, Delta Prince Edward	
June 18	PreConference Day, Prince Edward Island Convention Centre	
June 18	Chapter Presidents Meeting, Prince Edward Island Convention Centre	
June 18	Opening and Awards Ceremonies, Prince Edward Island Convention Centre	
June 18	Opening Reception, Prince Edward Island Convention Centre	
June 19	12 th Run or Walk for IFIC, Departure route tba; breakfast provided for Run/Walk	

June 19	IPAC NB/PEI Meet & Greet, Prince Edward Island Convention Centre	
June 19	Evening - City Sightseeing Tour, Details in registration brochure (December 2016)	
June 18-21	2017 National Education Conference, Prince Edward Island Convention Centre	
June 20	Special event, TBA	
June 21	IPAC Canada AGM and Elections, Prince Edward Island Convention Centre	
June 22	Full Day PEI Sightseeing, details in registration brochure (December 2016)	
JULY		
TBA	Interest Group Chair/Co-Chair Orientation Webinar	
AUGUST		
August 4	Deadline for informal suggestions to Nominating Committee. Positions open in 2018: . Treasurer . Director (MD)	
SEPTEMBER		
September 30	Deadline – Nominations for Honourary Membership and Awards of Merit	Secretary c/o MSO
OCTOBER		
October 16-20	National Infection Control Week Theme: Infection Prevention and Control – It's a Team Thing!	
October 30	Chapter Presidents Update Webinar – to be confirmed	
October 31	Chapter Treasurers Fall Accounting Webinar – to be confirmed	
NOVEMBER		
November	Board Meeting - TBA	
November 30	Deadline for 2018 Sage International Scholarship application	MSO
DECEMBER		
December 8	2018 Chapter Executive and Committee Lists to be sent to MSO	MSO
December	2018 Slate of Candidates for Board of Directors announced (Deadline for additional nominations: February 16, 2018) . Treasurer . Director (MD)	
December 15	Advise MSO of 2018 Chapter Treasurer contact info – a requirement of Canada Revenue Agency	MSO
December 31	Deadline for revisions to 2018-2019 Membership Directory	MSO