

Canceling Registration for a Class/Conference

1. If needing to reschedule for a different course date, you must completely cancel your existing registration and register for the new course date. If you paid a registration fee, refunds take 7-14 days to process. NRP/PALS manual purchases cannot be refunded once mailed
2. Open the Confirmation Email that was sent to you following your original registration
 - a. Don't have your confirmation email? [Click here](#) for further instructions.
2. Copy the confirmation number
3. Click on the "Click Here" link within your confirmation email

Thank you for signing up for the Tuesday, March 21, 2017 PALS Update / Renewal.

Confirmation number: XFNQJJH7937

Location: Lorenzen Center

Start Time: 7:45 AM

Amount Paid: \$0.00

[Click here](#) to modify your registration. You will be prompted to enter the confirmation number shown above.

4. You will go on-line to your registration. Enter your Confirmation Number in the field provided.
5. Click "OK"

PALS UPDATE / RENEWAL

ENTER CONFIRMATION

In order to view your registration information, please enter your registration confirmation number.

Registrant: Consuelo Barela (Not you? [Register for this event](#))

Confirmation Number:

To have the Confirmation Number sent to you, click this link: [Confirmation Number](#)

OK

6. Once you click OK, you will go to the registration form. Click "Cancel" at the bottom of the page
7. Finally, click "Unregister"

Information

Summary

Contact Us

My Registration

Confirmation

My Group

PALS UPDATE / RENEWAL

Modify

Submit Payment

Unregister

Print Name Badge

More Options

www.legacyhealth.org



EMANUEL Medical Center

GOOD SAMARITAN Medical Center

MERIDIAN PARK Medical Center

MOUNT HOOD Medical Center

SALMON CREEK Medical Center

SILVERTON Medical Center

RANDALL CHILDREN'S HOSPITAL Legacy Emanuel

LEGACY MEDICAL GROUP

LEGACY HEALTH PARTNERS

LEGACY HOSPICE

LEGACY LABORATORY

LEGACY RESEARCH

Retrieving a Confirmation Number

1. Go to the PediNet Education Calendar at <http://www.randallpedineteducation.org>.
2. Click on the Class you are currently are registered and want to cancel.



3. Click on the "Already Registered?" link at the top of the page.
4. Click on the "Confirmation Link"
5. Enter the email address you used to register for your class

*Email Address:

* Confirmation Number:

To have the Confirmation Number sent to you, click this link: [Confirmation Number](#)

6. Click "Send"

ENTER YOUR EMAIL ADDRESS

If you are registered for this event or registered on behalf of someone else, enter your information and an email with any associated confirmation numbers will be sent to you.

*Email Address:

Send Close

7. You will receive an email containing your confirmation number.
8. In the email you will see your confirmation number, copy the confirmation number and click on the link below

Thank you for registering for "PALS Update / Renewal". Your Registration Confirmation Number is XFNQJH7937.

If you have questions, feel free to contact the event planner at pedinet@lhs.org.

To view info about the event and your Registration, click here: https://urldefense.proofpoint.com/v2/url?u=https-3A_www.cvent.com_Events_Register_RegNumConfirmation.aspx-3Fe-3D6ffad256-2D2c18-2D4133-2D812f-2Dd4e88086b7d1&d=DwlFaQ&c=Jqm1ZfxEkqhe1I9OJqjGjG&r=vIBF-4tHD4pHbe05d5zVg&m=-Z0B6L0cFnITLefMU5B5vowrNwcozy_IHC46nvmKUII&s=RW94QNEQVheNgRCrR1VGoh-Ng2Amxf5w3zpWJdiK6E&e=

Having trouble with the link? Copy and paste the URL into your web browser.

9. Click here and follow the steps for "[Cancelling Registration for a Class/Conference.](#)"