

Phase II Investigators' Meeting - Europe



Location: Budapest

Venue: Corinthia Grand Hotel

Client: Major Pharma & CRO

Number of Delegates: 84

We were contracted by a leading Clinical Research Organisation to produce a Phase II Investigators' meeting for 80 delegates in Central or Eastern Europe. Following an extensive venue search by our in-house team and further research and negotiation by the allocated Event Manager, the Corinthia Grand Hotel was the chosen venue.

A dedicated event team was allocated to the project and the Event Manager worked with the client to discuss the details of the meeting, define the objectives and identify any challenges.

Challenges

Some of the sites attending this meeting were from Russia and Ukraine; both these countries' citizens require Visas to attend a meeting outside their borders. In addition they would need to have a facility for Simultaneous Translation to be provided as not all attendees were English speakers.

Solutions

Due to our Global experience in producing Investigator meetings we have proven solutions to handle Visa requests. Since this process can take some time we advised our clients and prioritised the handling of delegate travel to ensure that all delegates could attend. The allocated Event Coordinator contacted all Russian and Ukraine delegates and guided them through the Visa process, working with our travel company and visa agency.

Our in-house Technical Production Department sourced medical translators from our preferred vendor to allow them to familiarize themselves with the material prior to the event, we liaised with the client and sent draft presentations to each translator. Our on-site Technical Production team managed all the equipment necessary and ensured that each delegate could clearly hear the relevant translation through their wireless headsets.

Outcome

Our understanding of the visa process allowed us to effectively manage the delegate logistics which ensured maximum site representation from Russia and Ukraine. The translation at the meeting allowed all delegates to understand the presentations and take part in the Q & A sessions. We received very positive feedback from these delegates who were very pleased to have received so much direct contact and help from our Coordinators to make their travel plans.

"Thank you for the help with the travel and visa for my site. It was very good that the same person who helped us with the visa was there to greet us when we arrived. Thank you also for the help with shipping our binders from the meeting." - P.I. - St. Petersburg

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