

Wednesday 26 to Friday 28 November, QEII Centre, Broad Sanctuary, London, SW1P 3EE

Important Information for All Attendees

If you are attending the BTS Winter Meeting 2025, please read this document carefully, and before travelling to the venue, as it contains lots of important and useful information.

BADGES

You will need to print your badge onsite at the Meeting and, just prior to the event, all registered participants will be sent an email containing a barcode from: bookings@britthoracic.org.uk

For fast-track entry, simply have it available on your smart phone/device, in your phone wallet, or print out the email. On arrival at the conference, present the barcode at one of the scanner stations and your badge will be printed. Then collect a lanyard and conference bag, if you need one.

If you have not received an email with a barcode by the day of the conference, you can collect your badge onsite from our Help Desk. However, please check your junk/spam folder first. For any queries, please email: bookings@brit-thoracic.org.uk

If you are attending more than one day of the conference, please ensure that you have your badge scanned on arrival at the venue each day.

EARLY BADGE PRINTING – TUESDAY 25 NOVEMBER

You can avoid any queues for printing your conference badge and collecting a lanyard by doing this onsite at the QEII Centre between 3.00pm and 5.30pm on Tuesday 25 November.

If you know of colleagues who have not yet registered, please encourage them to do so without delay, as online and onsite bookings will close if we reach capacity.

WINTER MEETING APP

We have created a Winter Meeting App to help support your time at the conference. There will be no paper programme, so we strongly recommend that you download the App, and ideally before arriving at the venue. Once downloaded you can set your contact details, update your bio and confirm settings for visibility of your profile on the App.

The App contains information including the full programme, session locations, abstracts, poster PDFs and speaker details. You will be able to create a personalised schedule and see the floor plan layout of the Exhibition Hall and details of the companies and organisations exhibiting. You can also connect with your fellow attendees via Who's Here on the App. Please note, exhibitors may also contact you via the 'Who's Here' function, however you can change your profile settings, should you wish, once you're logged into the App.

To use the App, you need to be logged in. To do this, please follow the instructions below:

• To download the App, use the appropriate install link below:

<u>iOS</u> <u>Android</u> Desktop

• Once you have downloaded the App, open the App and enter the email address associated with your booking. You will then be prompted to create a password.



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PROGRAMME

<u>The final programme</u> is published as a supplement to *Thorax*. There will be no printed copies so be sure to download the App.

A to Z of Useful Information

ACCOMMODATION

MICE Concierge have been helping with hotel accommodation for participants. If you have any last-minute accommodation queries, please contact MICE direct:

Tel: 01438 908 770

Email: hello@miceconcierge.com

BADGE SCANNING

If you are attending more than one day of the event, please ensure that you have your badge scanned each morning on arrival. This data will be used to issue attendance certificates.

BADGE SCANNING BY EXHIBITORS

When visiting the exhibition stands, some companies may ask to scan the barcode on your badge, to quickly and easily capture your details. Allowing your badge to be scanned by exhibitors is at the discretion of participants.

BUSINESS CENTRE

The Business Centre is on the right-hand side as you enter the Centre, as part of the venue's Reception desk. There will be charges for use of facilities such as photocopying, etc, which must be met by delegates themselves at the time of use.

CAR PARKING

There are no public parking facilities at the QEII Centre. Please contact <u>bookings@britthoracic.org.uk</u> as soon as possible if you need disabled parking facilities.

CATERING

Complimentary coffee/tea will be served in the Fleming and Whittle rooms and the Britten lounge on the 3rd floor during the morning and afternoon refreshment breaks. Before the Meeting starts each morning, coffee/tea will be available in the Fleming and Whittle rooms only, from 8.00am to 9.00am.

Lunch is not included in the registration fee. Catering will be available to purchase on site (card payments only) in the Pickwick Café (1st floor) and the Fleming and Whittle rooms (3rd floor) from 8.00am to 4.00pm on Wednesday and Thursday, and from 8.00am to 2.00pm on Friday. Hot and cold drinks, light snacks and lunches may be purchased throughout each day.



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CLOAKROOM & SECURITY BAG CHECKS

A staffed cloakroom is available at the rear of the ground floor foyer. As well as coats and jackets, overnight bags will be accepted, but not conference bags. There is no charge for this facility.

Due to the current national threat level, airport style scanners are in use at the venue, and, if the machine bleeps as you walk through, security staff will carry out bag checks. Please try and limit what you bring with you on the day and consider dropping off overnight bags at your hotel before going to the venue.

CME AND CERTIFICATES OF ATTENDANCE

The Winter Meeting has been approved by the Federation of the Royal Colleges of Physicians of the United Kingdom for 18 category 1 (external) CPD credits, and an attendance list for eligible delegates will be sent to the College after the event (CME code: 153180). A separate certificate is not, therefore, necessary for CPD purposes.

However, after the event, all participants who attended will be sent a personalised certificate by email.

CONFERENCE BAGS

We continue to provide conference bags as a service to participants. The bags are made from 100% recycled material and we re-use those that are not taken away by delegates. Please return yours to reception if you don't want to take it away with you. There will be no paper leaflets in the conference bags, but all additional programme information and literature will be available on the Winter Meeting App.

CONFERENCE FORMAT

The Winter Meeting 2025 is a fully onsite event, with no online participation or content. Video recordings of the main symposia and guest lectures will be available for all registered delegates for a period of three months after the event. A link to access the recordings via the App will be sent via email after the event.

CONFERENCE SESSIONS & ROOMS

Conference sessions will be held in rooms on the Ground, 2nd, 4th, 5th and 6th floors, with the daily Guest Lectures being held in the Churchill on the ground floor. To find the sessions you want to attend, please use the 'Daily Programme' at the front of the final programme online, or those located onsite in the lifts and outside each conference room. There are floor plans on the Winter Meeting App to guide you and all rooms at the QEII Centre will be signposted on each floor with full directories inside and outside the lifts.

In all conference rooms, delegates must be seated on a chair. To comply with fire and safety regulations issued by Westminster Council, sitting on the floor or standing in the rooms, is not permitted. If a conference room becomes full, the technical team will do their best to stream a live relay and any presentation slides, to another room in the Centre. Staff will be on hand to assist with directions.



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CONTACT NUMBER

If you need to contact us urgently between 25 and 28 November (about the Winter Meeting only, please) the number is 020 7831 8778. This is also the head office number for queries before 25 November.

EMERGENCY PROCEDURES

Please ensure that you are familiar with the venue's emergency procedures for fire and evacuation, available here.

Fire safety legislation requires the venue to provide evacuation plans for people with mobility impairments and anyone who may not be able to evacuate quickly and safely. Please contact BTS (bookings@brit-thoracic.org.uk) in advance of the conference if you will require assistance in the event of an emergency.

EXHIBITION

The Society is very grateful to all exhibitors for their support of the Winter Meeting. As well as giving delegates the opportunity to find out more about products and new developments, their support helps us offer competitive delegate rates. Please visit the commercial exhibition and charity stands in the Whittle and Fleming rooms and Britten lounge on the 3rd floor.

The BTS exhibition stand will be located in the Britten lounge on the 3rd floor. Please visit to learn more about the Society's activities and plans and to network with your peers and BTS leaders.

Exhibition disclaimer

Information at pharmaceutical stands is exclusively for UK healthcare professionals only. Please help us support pharmaceutical exhibitors to stay compliant with ABPI Code, UK law and other regulations/rules at this conference. Non-healthcare professionals (which under ABPI regulations, includes medical students and academic scientists), are asked to kindly refrain from viewing or engaging with pharmaceutical company exhibitor areas.

FEEDBACK

We welcome constructive feedback and ask all participants to complete feedback either via the App (using a quick 5* rating after each session) or via the Feedback & Comments Questionnaire. Thank you.

JOURNAL CLUBS - BRIGHT AND EARLY!

The BTS Journal Clubs will take place from 8.00am to 8.30am each morning in the Moore room on the 4th floor. In these sessions, an expert will discuss two or three papers from the last year that are of great interest in their field (Critical care on Wednesday, Tobacco dependency on Thursday and Respiratory pharmacology on Friday). Please see the Resource Gallery on the App in advance of the Meeting for details of the papers to be discussed.



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LIFTS & STAIRS

As well as the main lifts in the ground floor foyer, delegates will also find a smaller bank of lifts located behind the registration desks, where stairs are also located – please follow the venue's internal signs.

Please note that the lifts only go as far as the 5^{th} floor, with access to the Mountbatten room on the 6^{th} floor via a staircase in the Cambridge lounge on the 5^{th} .

MEDICAL STUDENTS - MEETING POINT

Members of the BTS Board of Trustees will be available on the BTS stand at the times below, for informal meetings with medical students keen to find out more about a career in respiratory medicine. Please come along to the stand either on Thursday between 3.30pm and 4pm or on Friday between 10am and 10.30am.

MOBILE PHONES & PHONE CHARGING

Please keep your mobile switched off or in silent mode while in the lecture theatres. If you do need to make a call, please do so outside the lecture theatres and away from the doors. A mobile phone charging locker and wireless charging tables are provided free of charge on the 3rd floor.

MODERATED POSTERS

Moderated posters will be on view in the Cambridge lounge on the 5th floor, on the day that they are programmed in a Moderated Poster Discussion session. The moderated posters will be discussed around the poster boards at the times shown in the programme. Moderated poster images are also on the App in the Poster Gallery.

MODERATED POSTER PRESENTERS

All moderated poster presenters should report to the 'Poster' section of the registration desks on arrival, where posters ordered via Science Posters may also be collected. Please have your "M" reference number to hand.

POSTERS

Posters will be on view in the Whittle and Fleming rooms on the 3rd floor, within the exhibition area, on the day that they are programmed in a Poster Discussion session. Authors will be present by their posters between 10.00am and 11.00am and the posters will be formally discussed in the afternoons, at the time and location shown in the programme. Please view the relevant posters prior to attending the Poster Discussion sessions in the afternoons. Poster images are also on the App in the Poster Gallery.

POSTER PRESENTERS

Poster presenters (*not Moderated Posters*) may use one PowerPoint slide only during their presentation, but this must be uploaded via the FTP site in advance of the Meeting and by 5pm on Monday 24 November at the latest, to: BTS Presentation Upload
Poster presenters will not have access to the Speakers' Preview Room and will not be able to amend or upload slides on site on the day. All poster presenters should report to the 'Poster' section of the registration desks on arrival, where posters ordered via Science Posters may also be collected. Please have your "P" reference number to hand.



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PRESIDENT'S ADDRESS, AWARD PRESENTATIONS AND BTS AGM

Wednesday 26 November: 4.15pm to 6.05pm, Churchill, Ground floor

These events are sometimes missed but are well worth attending. All delegates are welcome, except for the AGM at 5.35pm which is for BTS members only. The Awards will be presented in this session, and this is an excellent way of acknowledging achievement and congratulating the recipients. Delegates will find details of the candidates on display on poster boards in the ground floor foyer throughout the Meeting. Presentations will be made for the BTS Medal, BTS Award for Meritorious Service, BTS President's Award, BTS/BALR/A+LUK Early Career of the Year Investigators, BTS/A+LUK/BALR Lectures and BTS Medical Student Awards.

The BTS Board is delighted that Professor Robina Coker has agreed to serve as BTS President. Professor Coker will give her President's Address entitled "Breathtaking!" from 4.45pm to 5.30pm.

PRESIDENT'S RECEPTION

Thursday 27 November: 5.45pm to 7.00pm, Britten, 3rd floor

Everyone registered to attend the Winter Meeting on Thursday 27 November is warmly invited to join us for this informal social occasion. All we ask is that you have booked in advance, so we don't run out of catering. You can update your booking via the BTS website, if needed or let us know on site at the Help Desk.

PROGRAMME

The final programme, including full session details, symposia speakers' biographical details and all abstracts for the Spoken and Poster sessions, is published as a supplement to *Thorax*. There will be no paper copy of the supplement, but a PDF is available on the Winter Meeting App and the BTS website, where there is also a flip book version.

Q&A DURING SESSIONS

In sessions held in the three largest rooms at the QEII Centre – the Churchill, Mountbatten and Windsor – participants will be able to ask questions via the Q&A tab on the App. There will also be microphones in these rooms and all other rooms, so that participants can ask questions in the traditional way too.

QUIET ROOM FOR NURSING MOTHERS

Room 4/37 on the 4th floor has been reserved as a private space for nursing mothers. The room is not locked, so those wishing to use the room should please knock before entering.

SECURITY

All participants should take extra care to keep their personal belongings safe, especially mobile phones, tablets and laptops. Neither BTS nor the QEII Centre accept liability for any loss or theft during the event.

SOCIAL MEDIA, VIDEO & PHOTOGRAPHY POLICY AT THE BTS WINTER MEETING

• For delegates, use of social media is encouraged to share and debate topics, and be inclusive of those not in attendance. If conference content is confidential or sensitive this will be highlighted verbally or in written form. For example, speakers can politely request that their material is not disseminated through traditional or social media.



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- In summary, delegates should respect confidentiality of material, specifically where this is made explicit in the programme or by the speaker.
- We encourage social media commentary related to content being presented at the BTS Winter Meeting to use the hashtags #BTSWinter2025 and also #respisbest. It can also be directed, if appropriate, to @BTSrespiratory.
- We encourage responsible use of social media. In the unlikely event that any posts related to BTS, its activities and members, falls outside of 'acceptable practice' (this may include personal abuse or sharing confidential material), the Society and/or other relevant parties, may take action.

SPEAKERS IN SPOKEN (ABSTRACT) SESSIONS

Please check in at the Speakers' registration desks. Please have your "S" reference number to hand so that we can easily locate you in the programme.

SPEAKERS IN SYMPOSIA, GUEST LECTURERS, JOURNAL CLUBS AND CHAIRS OF SESSIONS

All speakers and chairs of sessions are asked to report to the Speakers' registration desks on the immediate right-hand side of the entrance, so that we know you have arrived. You can print out your badge here too and we can direct you to the Speakers' Preview Room, if necessary, to check your presentation. We ask that all speakers making a PowerPoint presentation upload these in advance via the Winter Meeting FTP site. Last-minute changes may still be made on site on the day. Please upload presentations by 5pm on Monday 24 November to: BTS Presentation Upload

SUSTAINABILITY

The BTS sustainability policy is available here and information from the QEII Centre is available here: QEII-Centre-Sustainability-Policy.pdf and here: QEII-Centre-Sustainability-Infographics-General.pdf

VENUE & TRAVEL

Address: QEII Centre, Broad Sanctuary, Westminster, London, SW1P 3EE. Directions and travel information available <u>are here.</u>

By Underground

St James's Park (District and Circle Lines), approx. 10 minutes' walk Westminster (District and Circle Lines) — Exit 6, approx. 10 minutes' walk Victoria (Victoria Line, Circle and District Lines), approx. 20 minutes' walk By Train

Victoria Station is the nearest mainline station and is approx. 20 minutes' walk away

VIDEO & AUDIO RECORDING & PHOTOGRAPHY

Conference sessions in the Churchill, Mountbatten and Windsor will be video recorded. Sessions in other rooms may be audio recorded. A photographer may also be present. By attending the Winter Meeting, you grant to BTS all consents that may be required to enable us to use your image should it appear in these videos or photographs. The video recordings will be available to all delegates on the BTS Events App for three months after the event. Photos and videos may be used on the BTS website and social media channels.



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WI-FI

Wireless internet access is available free of charge throughout the venue by connecting to the "QEII Guest" network, no password needed.

BTS Conference Team British Thoracic Society 17 Doughty Street London WC1N 2PL

Tel: 020 7831 8778

Email: abstracts@brit-thoracic.org.uk



The British Thoracic Society gratefully acknowledges sponsorship of the under listed companies who purchase an exhibition stand at the Summer and Winter Meetings. Sponsorship fees are used directly to support the delivery of the event. No sponsorship fees are used towards prizes or social events. None of them have any input into the programme content or the planning of the conference. Furthermore, the Society does not allow any sponsored symposia at this event, within the programme, or associated in any way with it. The full list of sponsors and company information may be found in the final programme on page 16.

For further information on the BTS Winter Meeting 2025, please visit our website

For resources on respiratory health: Check out respiratoryfutures.org.uk or @respfutures on X.

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