



## Surgical Assistant Registration Instructions for ISHRS World Congress

*Only ISHRS members are eligible to bring their staff to the World Congress.  
For more information about ISHRS membership visit: <https://ishrs.org/physicians/join-ishrs/>*

### ISHRS Surgical Assistant Member and Pending Member Registration:

1. Go to <https://compass.ishrs.org/login>, enter your credentials and log in.
2. Go to the [33rd World Congress registration page](#).
3. Select the appropriate ticket(s).\*
4. Upload the required PDF of the Letter of Attestation in the document upload prompt.  
*The employing physician and surgical assistant must both sign the Letter of Attestation. If the letter of attestation is incomplete/incorrect the registration will be canceled, and the assistant will not be allowed to attend the congress.*
5. Check out.

### ISHRS Surgical Assistant Non-Member Registration:

#### Creating an Account & Adding Documents

1. Create a new account at: [compass.ishrs.org/create-account](https://compass.ishrs.org/create-account)
2. On the next page of the create account process, click the blue button that says: *Continue as non-member*
3. Complete the required fields.
4. Upload the completed [Letter of Attestation](#) in the Document Upload field.  
*The letter must be signed by both the employing physician and surgical assistant.  
Incomplete/incorrect documents will not be accepted, and you will not be allowed to register for the congress.*
5. Click the create account button.
6. You will receive an e-mail from the system to validate your email. Complete the steps in the e-mail.

## **Verification Process**

1. ISHRS Staff will review your documentation.
2. Once your documentation is validated you will receive an email that indicates you are now able to register for the meeting.
3. This process takes 1-2 business days. If you have not heard back after two business days, contact ISHRS headquarters at [info@ishrs.org](mailto:info@ishrs.org)

## **Registering for the Congress**

1. After receiving the email from [info@ishrs.org](mailto:info@ishrs.org), go to <https://compass.ishrs.org/login>, enter your credentials, and log in.
2. Go to the [33rd World Congress registration page](#).
3. Select the appropriate ticket(s)\* and check out.

*\*Note: Only assistants of Fellow Members of the ISHRS who have checked the appropriate box will have the option to register for the General Session Access pass with their Surgical Assistant/Non-Physician registration.*