AAP SPOTLIGHT SESSION

2019 NATIONAL CONFERENCE & EXHIBITION

The National Conference & Exhibition Executive Committee reviewed and accepted the AAP Spotlight session guidelines as listed below:

1. The AAP Spotlight session should be an AAP related session that helps members obtain a better understanding of an AAP process or navigating an AAP tool. They can only be sponsored by AAP internal groups – this is not intended for outside organizations or groups.

2. An AAP staff member must be assigned as an oversight person taking responsibility for the session management.

3. The sessions must be approved by the chair of the planning group or executive committee.

4. This cannot be used for the purpose of promoting an AAP toolkit or product sold – just a better understanding of AAP process. Final judgment and approval of this is determined by the Senior Vice President, Education.

5. These are limited to the lunchtime (12:30 – 1:30 pm) Saturday through Monday based on room availability.

6. The current room sets must be used since general sessions will be held before and immediately after the session. We cannot reset the room to fit these sessions. We can place it in a room that is set theater style or table rounds. These will be scheduled based on a first come basis of the request and approval.

7. All attendees and presenters must be registered for the National Conference to attend (no exhibit hall only passes).

8. The National Conference budget is not responsible for any travel or logistical costs related to the presentation of these sessions. AAP staff can be the presenter along with a member but the National Conference budget will not cover and additional costs.

9. The AAP Spotlight sessions are not designated for CME credit, however, they cannot promote products or have pharmaceutical or device companies as presenters. They must follow all of the rules that the AAP, National Conference Planning Group and other sessions presented at the National Conference are required to adhere to.