AMCP Nexus 2014

Call for Satellite Symposia

The Academy of Managed Care Pharmacy (AMCP) invites proposals for fully funded satellite symposia to be conducted in conjunction with AMCP Nexus 2014, which will be held October 7-10, 2014, at the Hynes Convention Center in Boston, Massachusetts.

AMCP welcomes proposals for satellite symposia in any area relevant to managed care pharmacy. Although AMCP does not guarantee attendance, history indicates that 75-250 pharmacists and other health care professionals attend these continuing education programs.

IMPORTANT: NEW PROCEDURES

The Call for Satellite Symposia is now open-ended. AMCP will accept proposals on a first-come, first-served basis until all available time slots are filled. Although you may submit a proposal at any time, only fully funded programs (with proof of funding) will receive time slot assignments.

ABOUT AMCP NEXUS 2014

AMCP Nexus 2014: Connecting Health Care and Innovation is expected to attract approximately 2,000 managed care pharmacists and other health care professionals seeking to increase their knowledge of the management and coordination of clinical, pharmacy benefit, and pharmacy care programs.

BENEFITS OF CONDUCTING A SATELLITE SYMPOSIA

Fully funded satellite symposia accepted for presentation in conjunction with AMCP Nexus 2014 will be assigned to a meeting room in the Hynes Convention Center, in the area in which other conference sessions are being held.
AMCP promotes satellite symposia heavily to conference registrants and potential registrants. Your symposium will be:

- Included in promotions about AMCP Nexus 2014.
- Promoted to conference attendees via broadcast email newsletters.
- Highlighted on the AMCP website.
- Listed in the onsite program distributed to all attendees.

In addition, companies conducting satellite symposia can purchase a mailing list of preregistered conference attendees at a substantially reduced rate. This mailing list is provided for one-time rental use only and is intended only for promoting the satellite symposium. (Organizations found to use these mailing lists in part or in whole for other mailings will be charged for the unauthorized usage.)

Other AMCP membership lists (full membership, pharmacists only) also are available for purchase.

**AVAILABLE TIME SLOTS AND ASSOCIATED FEES**
Available time slots and associated fees are shown in the table below.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Slots Available</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, October 8</td>
<td>8:00 am – 9:45 am</td>
<td>FULL</td>
<td>$12,000</td>
</tr>
<tr>
<td>Wednesday, October 8</td>
<td>7:00 pm – 9:00 pm</td>
<td>FULL</td>
<td>$12,000</td>
</tr>
<tr>
<td>Thursday, October 9</td>
<td>6:00 am – 7:45 am</td>
<td>FULL</td>
<td>$12,000</td>
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<tr>
<td>Thursday, October 9</td>
<td>6:00 pm – 8:00 pm</td>
<td>FULL</td>
<td>$12,000</td>
</tr>
<tr>
<td>Friday, October 10</td>
<td>6:00 am – 7:45 am</td>
<td>1</td>
<td>$12,000</td>
</tr>
</tbody>
</table>

Satellite symposia rooms will be set schoolroom style for an estimated 150 participants.

Note that AMCP does not require payment of the satellite symposium fee at the time a proposal is submitted. AMCP will issue payment invoices for all accepted symposia.

**HOW TO SUBMIT A PROPOSAL**
Satellite symposia proposals should be submitted directly to AMCP using the form available at [http://www.amcp.org/satellite_symposia_submission/](http://www.amcp.org/satellite_symposia_submission/). A list of required elements is shown on page 5.
Proposals will be acknowledged by email within 72 hours of receipt. If you do not receive an email acknowledgement, please contact Maria Miranda, Senior Education Coordinator, via email at mmiranda@amcp.org or via telephone at (703) 683-8416, ext. 644.

**SATELLITE SYMPOSIA REQUIREMENTS**

- Only **fully developed and fully funded** satellite symposia will be considered. Written confirmation of funding from **all** companies providing support must be submitted to AMCP before the program will be assigned to a symposium time slot.

- Satellite symposia must offer continuing pharmacy education (CPE) credit through an approved provider accredited by the Accreditation Council for Pharmacy Education (ACPE). Symposia also may (and are encouraged to) offer continuing education credit for physicians and nurses.

- AMCP reserves the right to change the dates and times of accepted symposia.

- Satellite symposia may not charge a separate registration fee (i.e., a fee over and above the registration fee paid to attend AMCP Nexus 2014).

- Attendee check-in, audiovisual equipment, and catering are the responsibility of the organization conducting the satellite symposium, **not** AMCP. Audiovisual set-ups and catering must be arranged through the approved vendors for AMCP Nexus 2014. Contact information for these vendors will be provided upon acceptance of your proposal.

- All promotional material such as flyers, brochures, advertisements, or emails must be approved by AMCP before being published or disseminated.

**SATELLITE SYMPOSIA SELECTION CRITERIA**

- Clarity and completeness. Proposals should be written in a manner that clearly, concisely, and logically conveys the intended content. The description of the symposium should provide sufficient information to enable reviewers to envision the content and flow of the presentation. Note that all information requested on the Submission Checklist must be supplied.

- Relevance and appeal to managed care pharmacists. Satellite symposia should be relevant to the interests, programs, initiatives, or practices of pharmacists (and, if applicable, other health care practitioners) working in managed care environments. Topics that are broad in appeal are likely to attract the largest attendance.

- Originality of subject matter. Preference will be given to symposia that address new and timely topics.

- Balance/no commercial bias. Satellite symposia must provide for in-depth presentation with fair and full disclosure and equitable balance. Satellite symposia may not endorse a specific
commercial drug, product, or service. Proposals written in a manner that appears to promote a specific drug, product, pharmaceutical manufacturer, or commercial service will not be considered.

ENDURING PROGRAM OPTIONS
Strong preference is given to proposals with an enduring component. AMCP offers the following options for turning your satellite symposium into an enduring program:

- **A web-based program** in the AMCP Online Learning Center, which provides instant grading of post-tests and automatic reporting of CPE credit to CPE Monitor. Satellite symposia content can be repurposed into a variety of delivery formats, including interactive multimedia presentations, interactive monographs, and audio-based activities.

  IMPORTANT: NEW REQUIREMENT
  All web-based enduring activities must be created in partnership with AMCP and offered through the AMCP Online Learning Center. Companies may not create enduring web-based programs based on symposia held in conjunction with AMCP Nexus 2014 and offer them through another portal or via another website.

- **A supplement** to the *Journal of Managed Care & Specialty Pharmacy (JMCP)*, which reaches 32,000 managed care pharmacy decision makers. Supplements may be online only or online + print (accompanying an issue of *JMCP*). Supplements that offer continuing education credit also are accessible via the AMCP Online Learning Center.

  Complete information about *JMCP* supplements – including access to the *JMCP* Media Kit – is available at [http://www.amcp.org/JMCP_Docs/Advertising/8780/1033.html](http://www.amcp.org/JMCP_Docs/Advertising/8780/1033.html).

QUESTIONS?
Questions may be directed to Maria Miranda, Senior Education Coordinator, via telephone at (703) 683-8416, ext. 644, or via email to mmiranda@amcp.org.
AMCP Nexus 2014
Satellite Symposium Proposal Submission Checklist

☐ Title—should appear in upper-case and lower-case letters (using traditional capitalizing) and must reflect the actual content of the presentation.

☐ Program description — comprehensive summary of the content and flow of the symposium (maximum 350 words).

☐ Learning objectives— include at least three specific, measurable learning objectives that define intended outcomes for the audience and complete the statement: “At the completion of this satellite symposium, the participant will be able to....”

☐ Target audience—please specify whether the symposium is intended for pharmacists, pharmacy technicians, physicians, nurses, etc.

☐ Name of ACPE-accredited provider that will award CPE credit for the symposium.

☐ Hours of CPE credit (or CEUs) to be awarded.

☐ Name of accredited providers of CME and CNE credit (if applicable).

☐ Source(s) of commercial support.

☐ Detailed program agenda (with time allotments).

☐ List of confirmed/invited faculty, including credentials (e.g., academic degrees), titles, and work affiliation.

☐ Biographical sketch—one paragraph summarizing the qualifications of each confirmed/invited faculty member. Please do not submit complete CVs.

☐ Desired time slot (date/time)—indicate first, second, and third choices.

☐ Additional opportunities—indicate if you have an interest in repurposing your satellite symposium as a web-based program, a supplement to *JMCP*, or both.