

Pennsylvania Pharmacists Association

Speaker Reimbursement Guidelines

The Pennsylvania Pharmacists Association (PPA) has the following reimbursement or honorarium guidelines for speakers for its CE sessions.

Due to limited resources, including the reduction and restrictions in available educational grant money and other sponsorships, PPA has found it necessary to be conservative in its payment of funds for speakers relying almost solely on conference registration fees. Nevertheless, PPA is also committed to offering high-quality, informative, and practice enhancing programming.

For pharmacist CE programs up to 3 hours in length, PPA generally offers at a minimum a complementary conference registration to the speaker. In addition to that, we will compensate reasonable travel expenses usually in the form of mileage at the IRS rates and applicable tolls.

For special programming, keynote speakers, and full-day courses, an additional honorarium will be considered where feasible.

In no case may speakers be directly compensated, reimbursed, or connected with sponsorships or grants received. This would be considered a conflict of interest and in direct violation of ACPE guidelines and standards. All connections and possible conflicts must be fully disclosed to PPA. All grants sought and received are to be applied to the presentation of the program through PPA and not to an individual speaker.

Programs presented by two or more speakers and panels present special issues. Again due to limited funding and the reliance on registration fees only, it is challenging to provide the same compensation for a single session when there is more than one speaker. Special arrangements for fair but reasonable considerations will be made.

Any requests for honoraria or expenses outside of these broad guidelines will be considered on a case-by-case basis.

First option for speaker selection will be given to PPA members and faculty with previous experience who have received good evaluations. However, PPA will make an effort to avoid having the same speakers at each and every conference.

No payment is made for the student track as PPA feels that those who present to students are doing it for the professional reward of mentoring future pharmacists or may have a business interest in the audience. There is also no CE or related requirements for these sessions.

Forum leaders, roundtable leaders, Pearl session participants, and those involved in coordinating or leading other such discussion formats, whether done for CE or not, do not

include any honoraria or expenses, unless a special exception is made. While greatly appreciated, moderators for CE sessions are also not reimbursed for offering this assistance.

Small speaker gifts are also generally provided to anyone who is not paid an honorarium. Speaker gifts vary in item but cost is usually in the \$7 to \$15 range, depending on the item and the specific program. Every effort is made to avoid duplication of gifts with returning speakers.