



SPEAKER COMPENSATION AND PROPOSAL GUIDELINES

The NHATA endeavors to fairly recompense individuals who present (or participate) at NHATA clinical symposia and educational meetings.

Instructor/Presenter Compensation/Expense Reimbursement:

The NHATA will offer an instructor/presenter honorarium of \$250 per presentation or complimentary registration.

Important Compensation Guidelines:

- If a speaker presents more than once, at a given event, the material that they present for each session must be distinctly different in order to qualify for honoraria for more than one presentation. Otherwise, the speaker will be paid an honorarium for the presentation with the highest monetary value.
- Complimentary registration, unless otherwise noted, is for the event referenced and not for other meetings to which the event is attached.
- AT speakers receive CEUs as defined under the BOC recertification requirements.
- Moderators, panelists or others who assist with the presentation of an NHATA program are eligible for a gift only.

Speaker Qualifications:

Instructors/Presenters should be:

- knowledgeable of topic subject matter
- have demonstrated experience and/or teaching ability
- able to meet the educational needs of course participants and learning objectives

Important Information and Instructor/Presenter Requirements:

- All proposals must be submitted using the online form.
- Speakers must be available for scheduling on any of the three days of programming.
- The individual submitting the proposal must have confirmed the presentation with all speakers prior to submission
- Proposal topics must fall within one of the five domains of practice for athletic training.
- Proposal submissions must avoid any affiliation with a commercial product or service.
- All presentation materials are to be provided to the NHATA 30 days prior to the date of presentation for review
- Proposals must be complete and accurate with confirmed topic and list of speakers. **Incomplete and/or late proposals will not be considered.**
- After the submission deadline, the planning committee will only approve a speaker change if the original speaker is unable to attend the conference.



- Topics will be selected based on the organization of the program, equipment needs (where applicable), quality of content and speakers and significance of the material to the target audience. All proposals may not be accepted.
- Instructors will be required to provide the following documents prior to receiving approval to present on behalf of the NHATA:
 - Current curriculum vita
 - NHATA speaker release form
 - Current biography to be used in all marketing materials
 - Written statements declaring conflicts of interest or lack thereof.
 - Conflicts of interest are to be included at the beginning of course presentations