



SCIENTIFIC MEETING FACULTY AGREEMENT

Thank you for accepting ASCCP's invitation to participate in the upcoming CME activity, **ASCCP 2020 Scientific Meeting on Anogenital & HPV-Related Diseases**, on March 31 – April 3, 2020 in Orlando, Florida. This document serves as an agreement between Scientific Meeting faculty serving as a pre-course director, a speaker, and/or a session moderator, and ASCCP. Information about the activity and details of the commitment are outlined below.

REGISTRATION

All Scientific Meeting faculty receive complimentary registration to the 2020 Annual Meeting. No further action is required and ASCCP will send confirmation of registration via email.

PRESENTATIONS

Speakers

Faculty who will be speaking at the meeting are required to:

- Create their lecture(s) using the official ASCCP 2020 PowerPoint template, which will be provided by ASCCP staff (*speaker hereby grants to ASCCP the non-exclusive rights to access, use, and copy all such original materials contained therein, in perpetuity*);
- Deliver final lecture(s) to ASCCP to be reviewed by the session moderator(s) to ensure ACCME accreditation compliance.

Moderators

Faculty who will be serving as a moderator at the meeting are required to:

- Review all lectures within the session(s) they are moderating, which includes:
 - Reviewing content to ensure it is well-balanced, evidence-based and unbiased;
 - Reviewing speaker disclosures and resolving all identified conflicts according to ASCCP and ACCME policies.

All lectures presented at ASCCP meetings are shared with participants as a PDF after the meeting.

DISCLOSURES

All meeting faculty are required to submit all relevant conflicts of interest to ASCCP for review and, if necessary, resolution. Failure to disclose or to respond in a timely manner will result in disqualification from participation in this CME activity. A disclosure form will be sent out by ASCCP staff prior to the activity.

All presentations are required to be free of commercial bias, and any information regarding commercial products/services is to be based on scientific methods generally accepted by the medical community. When discussing therapeutic options, a speaker may only use generic names. If it is necessary to use a trade name, those of several companies should be used. Further, if the presentation(s) should include discussion of unlabeled or investigational use of a commercial product, the speakers are required to disclose this information to the participants.

Note: As an accredited provider of education, ASCCP requires sufficient time to review and approve all content contributions made by a speaker. Therefore, if you are serving as a speaker at the 2020 Annual Meeting, adherence to the content submission deadlines is imperative. Once lectures are approved, only significant changes to scientific content will be accepted and are required to be approved by designated on-site reviewers prior to final presentations at the meeting.

PHOTO AND BIO

All faculty will provide a photograph and brief biography to ASCCP, which will be posted on the 2020 Scientific Meeting website. Faculty photographs and/or biographies may also be included in the final printed program.

TRAVEL POLICY & EXPENSE REIMBURSEMENT

All faculty are required to follow the Scientific Meeting Travel Policy.

PROGRAM EVALUATION

ASCCP has a program evaluation in place for the Scientific Meeting as well as each pre-course. It includes an assessment of the meeting as well as the faculty. Individual evaluations will be provided once a summary is complete.

AUDIO & VIDEO CAPTURE

Video and photographs taken at the Scientific Meeting may be used in future ASCCP marketing, promotions, advertising, and social networking campaigns.

FACULTY ACCEPTANCE

By accepting to speak at the ASCCP 2020 Scientific Meeting on Anogenital and HPV-Related Diseases, I acknowledge that I have read and agree to follow all expectations outlined in the Scientific Meeting Faculty Agreement above.