2017 SNMMI Mid-Winter Meeting and ACNM Annual Meeting
Speaker Reimbursement Policy

Speakers who are delivering educational content during Continuing Education (CE) sessions at the 2017 SNMMI Mid-Winter Meeting and ACNM Annual Meeting will be reimbursed in accordance with the policy below.

***Please note**: speakers who are not presenting CE content, session organizers, and moderators who are not also CE speakers, are not eligible for complimentary registration or travel reimbursement.*

MEMBER SPEAKERS:

A. SNMMI will reimburse up to two member speakers for each 90-120 minute CE session and one member speaker for CE sessions of 60 minutes or less.
B. If an organizer invites more speakers than specified, the organizing group must decide which speakers will be reimbursed by SNMMI. The organizing group has the option of paying the additional speakers the costs below from its own funds, e.g., Council or Center budgets.
C. Member speakers will be reimbursed as follows:
   - Complimentary registration to the meeting.
   - Travel reimbursement of $500 toward any travel expenses and hotel costs. Receipts must be provided.

NON-MEMBER SPEAKERS:

A. SNMMI will offer reimbursement for up to four non-member speakers for the entire meeting. If only one speaker is designated for a 90-120 minute session, the unused eligible reimbursement for that session cannot be applied to a different session.
B. Only one non-member speaker will be considered for any single session.
C. The session organizer must submit the Non-Member Reimbursement Request to SNMMI by **August 3, 2016.** The request must demonstrate that the proposed content area cannot be covered by a member speaker. The SNMMI and ACNM Planning Chairs will evaluate non-member speaker requests and make the final determination about allocating the four non-member speaker reimbursements for the meeting.
D. If a non-member speaker is selected for a session, only one member speaker will be reimbursed for that same session. The non-member speaker takes the place of one eligible member speaker reimbursement.
E. Approved non-member speakers for the SNMMI Mid-Winter Educational Meeting will be reimbursed as follows:
   - Complimentary registration to the meeting.
   - Airfare – $450 cap that can be applied to other travel or lodging expenses – receipts must be provided.
   - Hotel - Reimbursement for one night's hotel stay in an amount approximately equal to the mean hotel price (including taxes, no incidentals). A speaker will be reimbursed for an additional night's hotel stay if traveling from opposite US coast. Receipts must be provided.
   - Per Diem – $75 cap to be used for meals, ground transportation or other expenses. A speaker will be provided with a second day of per diem if traveling from the opposite US coast. Receipts must be provided.

If the Council or Center would like to provide an honorarium for a speaker in their session, this can be funded through the Council/Center budget, following the Council/Center policies.

To maximize Council/Center member participation at both administrative meetings and educational activities during the Mid-Winter Meeting, it is suggested that Council/Center board members provide educational input as a speaker. Also please note that speakers participating in a CE session may also serve as a moderator of the session.

Please direct any questions to K. Malaika Walton, mwalton@snmmi.org or 703-652-6782