



American Academy of
Physical Medicine and Rehabilitation

Physicians Adding Quality to Life®

AAPM&R Honoraria and Reimbursement Policy – Annual Assembly

Participation in AAPM&R educational activities is voluntary. Serving as course director, session director or faculty for an AAPM&R educational activity requires considerable time and effort. The AAPM&R gratefully recognizes this contribution of its faculty. An honorarium is a one-time payment made to an individual as recognition of their contribution in an Academy educational activity.

Honorarium amounts are determined by the Medical Education Committee (MEC), using factors such as course type (i.e. hands-on), length of the course, and level of participation.

The AAPM&R will pay honoraria in accordance with the below *maximum* amounts:

Course Type	Course Directors	Faculty (MD and Non-MD)
Annual Assembly Pre-Course (full participation)	\$1,500	\$1,000
Annual Assembly Pre-Course (table training only)	N/A	\$500
Annual Assembly Invited/Submitted Sessions (Non-Physiatrist, Nurse Practitioners, Physician Assistants)	\$300/session; maximum of \$1000/day	
Annual Assembly Invited/Submitted Sessions (Physiatrist, Nurse Practitioners, Physician Assistants): 8 – 12 hours	½ off AA Registration (early bird)	
Annual Assembly Invited/Submitted Sessions (Physiatrist, Nurse Practitioners, Physician Assistants): More than 12 hours	AA Registration will be waived	

** Note, invited/submitted sessions include skills labs, learning center and didactic sessions approved by the Program Planning Committee.

A higher honorarium amount may also be approved on a case-by-case basis, based on the specific needs of the course, the unique expertise or qualifications of the faculty that is requested, or if a new course type is implemented. Alternative honoraria requests must be submitted by the course directors for review by the MEC Chair and, if needed for budgetary purposes, the treasurer.

Faculty who agree to participate in an AAPM&R educational activity are obligated to make reasonable efforts to meet deadlines for submitting CME materials and participate in the course itself. Honoraria may be reduced or even withheld from course faculty if the directors report that the faculty did not meet their obligations. In instances where a course director does not fulfill his or her obligations, the MEC Chair and the President will review the appropriateness of paying full honoraria to the course director.

All honoraria will be paid directly by AAPM&R (or a designated educational partner), following the faculty member’s participation in the activity. All faculty members are required to attest that they have not and will not accept any honoraria, additional payments or reimbursements directly from a commercial entity for their participation in an AAPM&R CME activity.

Reimbursable Expenses for Annual Assembly Pre/Post-Courses Include:

All Faculty:

- Hotel accommodation that is commensurate with participation as faculty during the activity.

- Up to \$70/day reimbursement for meals and tips when traveling for the course (receipts must be submitted). If there is a pre-arranged meal, i.e. faculty dinner, and an RSVP was accepted, but not attended, no reimbursement will be provided in-leu of this.
- Reimbursement for ground transportation is not provided.
- Airfare/Mileage: Only Non-Physiatrist, Nurse Practitioner, Physician Assistant faculty will receive airfare/mileage reimbursement (maximum airfare dollar amount to be provided in faculty letter and car mileage based on prevailing government rate).

Reimbursable Expenses for Participation During the Annual Assembly Include:

Members and all Non-Member Psychiatrists, Nurse Practitioners, Physician Assistants

- Reimbursement for expenses is not provided.

Non-Physiatrist, Nurse Practitioner, Physician Assistant

- Hotel accommodation that is commensurate with participation as faculty during the activity.
- Up to \$70/day reimbursement for meals and tips (receipts must be submitted)
- Up to \$160 total reimbursement for ground transportation (receipts must be submitted)
- Airfare/mileage will be reimbursed (maximum airfare dollar amount to be provided in faculty letter and car mileage based on prevailing government rate)
- Waived registration for Annual Assembly

*Reviewed December 2019 by CME Committee
Approved April 2020 by Board of Governors*