NATIONAL ATHLETIC TRAINERS' ASSOCIATION
GUIDELINES FOR PROPOSAL SUBMISSION

L E A R N I N G L A B S

2010 Annual Meeting & Clinical Symposia
June 22 – June 25, 2010 · Philadelphia, PA

Thanks for your interest in submitting a Learning Lab for the 2010 NATA Annual Meeting & Clinical Symposia. We welcome your submission. You should be aware, however, that we receive more than we can accommodate, and are unable to accept all proposals. The Convention Program Committee reviews our submissions thoroughly and evaluates and makes selections based on the relevance to members, organization of the program, quality of content and the lecturer/lab leaders.

Format

- Learning Labs are two hours long and have up to 150 attendees.
  - First hour: lecture
  - Second hour: attendees split into two hands-on labs
- The primary speaker:
  - delivers the lecture and is a lab leader.
  - selects the second lab leader and selects up to three lab assistants for each lab.

Audience

NATA members in the following categories are eligible to attend one Learning Lab.

- Certified Regular
- Certified Student
- Certified Retired
- Associate Member
- International Member

Guidelines

- Topics must fall into one of the domains of athletic training.
- Topics must not duplicate the Convention Program Committee's Topics to Avoid List.
- Presenters are not permitted to perform medical procedures (such as taking x-rays or inserting IVs) in the convention center.
- Submitter must confirm all participants prior to submitting.
- All participants must be available throughout the convention since a Learning Lab can be scheduled on any day of the meeting.

Equipment Acquisition

With the exception of treatment tables (provided by NATA), the submitter is responsible for securing and coordinating delivery of any equipment necessary for the Learning Lab. To preserve the integrity of the program, it is essential all aspects of the annual meeting and clinical symposia, including Learning Labs, remain non-commercial. Vendors who provide equipment will be acknowledged in the Learning Lab, recognized in the final program and the Convention Daily News. Speakers should avoid actively promoting the equipment brand or provider.

Compensation Policy

The primary speaker/lab leader will receive:

- Complimentary symposia registration
- $300 honorarium of each presentation covering distinctly different subject matter
- Nonmember speakers only: reimbursement of authorized expenses related to speaking engagement (travel, meals, one night's lodging, or two nights if it results in a lower airfare).

The second lab leader will receive:

- Complimentary symposia registration
- Speaker gift

Lab Assistants (certified athletic trainer or local area professional) will receive:

- Speaker gift

Deadline

The submission deadline is **July 15, 2009.** We regret we are unable to accept incomplete or late proposals.