

**Meeting Honoraria/Expense Policy/Complimentary Registration – pg. 1**

**NATA endeavors to fairly recompense individuals who present (or participate) at the NATA convention and educational meetings. NATA reimburses authorized travel and meal expense according to the NATA Expense Reimbursement Policy.**

**Standard Rules**

- 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, he/she 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.
- Retired certified and honorary members who are speakers receive complimentary registration regardless of any other rules outlined under the learning formats.
- Non-athletic trainers, as addressed throughout this policy, are generally individuals who would not normally attend NATA educational events, but who provide content of value to athletic trainers.

**Convention**

<b>FORMAT</b>	<b>LENGTH</b>	<b># OF SPEAKERS</b>		<b>BENEFIT(S)</b>	
				<u>Athletic Trainers</u> (includes certified, noncertified (ie licensed), retired, student, international, member, nonmember), Exhibitor Personnel, Corporate Partner Representatives:	<u>Non-Athletic Trainers</u> (includes nonmember allied health practitioners, other professionals and physicians, some of whom may be honorary members):
<b>Lecture Topics (Including Committee Sessions)</b>	55 minutes	One to two speakers allowed. Athletic trainer or local area professional preferred. No more than one non-athletic trainer speaker allowed. If two speakers, each must speak for minimum of 20 minutes. If one speaker, must speak for minimum of 40 minutes. Additional time is for Q&A. Entire session must be no less than 55 minutes. (If the committee session presentation coordinator overrides the non-athletic trainer guideline, the committee will be responsible for the additional expense.)		a. complimentary registration b. \$200 honorarium divided equally among speakers.	
				c. reimbursement of authorized expenses related to speaking engagement (travel, meals, one night's lodging, or two nights if it results in lower airfare).	
<b>Learning Labs</b>	2 hours (1 hour lecture + 1 hour lab)	<b># OF PARTICIPANTS</b>  <i>Lecture:</i> 150 people  <i>Labs:</i> 75 people per lab (attendees split into two groups for a more intimate hands-on experience)	<b># OF SPEAKERS/LAB LEADERS &amp; ASSISTANTS</b>  <i>Lecture:</i> one speaker who also serves as a lab leader  <i>Labs:</i> a) One lab leader per lab b) Number of lab assistants is determined by lab leader	<u>Speaker (also one of two lab leaders):</u> a. complimentary registration b. \$300 honorarium	
				c. reimbursement of authorized expenses related to their speaking engagement (travel, meals, one night's lodging, or two nights if it results in lower airfare).	
				<u>Lab Leader:</u> a. complimentary registration  <u>Lab Assistant:</u> <b>Please note:</b> Learning Labs presented by Affiliate groups fall under the Affiliate, Affinity & Sponsor Sessions as shown below.	
<b>Forums</b>	55 minutes	Maximum of two facilitators/speakers		a. complimentary registration b. \$200 honorarium divided equally among speakers.	

**Meeting Honoraria/Expense Policy/Complimentary Registration – pg. 2**

FORMAT	LENGTH	# OF SPEAKERS	BENEFIT(S)
<b>Advanced Tracks</b>	<i>Pre-Con:</i> 6 hours And 4 hours	Maximum of four speakers/lab assistants up to 75 attendees. Maximum raises to 5 if more than 75 attendees. If two speakers, at least one must be an athletic trainer. If more than two speakers, the majority must be athletic trainers.	<u>Advanced Track Seminar speakers/lab assistants receive:</u> <ol style="list-style-type: none"> <li>a. For six-hour advanced tracks, amount is determined by number of speakers x \$500. However, maximum amount is capped at \$2,000 regardless of the total number of speakers. Distribution of total funds may vary according to level of involvement. Funds may be shared with lab assistants at speaker's discretion.</li> <li>b. For four-hour advanced tracks, amount is determined by number of speakers x \$400. However, maximum amount is capped at \$1,600 regardless of the total number of speakers. Distribution of total funds may vary according to level of involvement. Funds may be shared with lab assistants at speaker's discretion.</li> <li>c. Speakers and lab assistants who come in a day early receive reimbursement for one night's lodging.</li> <li>d. Non-athletic trainers are eligible for reimbursement of authorized expenses (i.e. travel, meals)</li> <li>e. If the event is cancelled due to low registration numbers, speakers may be asked to present the following year or they will receive 1/3 of their honorarium. <u>Lab assistants will not be compensated.</u></li> </ol>
<b>Affiliate, Affinity &amp; Sponsor Sessions</b>	55 minutes	Determined by the affiliate group or sponsor. (Organizations are responsible for speaker travel and expenses.)	<u>Speakers not sponsored by NATA who speak 30 minutes or longer receive:</u> <ol style="list-style-type: none"> <li>a. NATA member or an athletic trainer eligible for membership:</li> <li>b. Individuals who are not athletic trainers and would not normally attend NATA educational meetings or seek NATA continuing education: and complimentary registration.</li> </ol> <u>Affiliate Learning Lab Leaders and Lab Assistants receive:</u> <ol style="list-style-type: none"> <li>a. Individuals who are not athletic trainers and would not normally attend NATA educational meetings or seek NATA continuing education: and complimentary registration</li> </ol>
<b>Athletic Training Student Seminar Keynote</b>	1 hour	Maximum of one speaker	<u>Keynote Presentation - Athletic Trainers</u> (includes certified, noncertified, retired, student, international, member, nonmember): <ol style="list-style-type: none"> <li>a. complimentary registration</li> <li>b. \$200 honorarium</li> <li>c. Otho Davis trophy</li> </ol>
<b>Athletic Training Student Seminar Breakout Sessions</b>	45 minutes (presentation given twice)	Maximum of one speaker per breakout session	<u>Breakout Sessions – Athletic Trainers</u> (includes certified, noncertified, retired, student, international, member, nonmember): <ol style="list-style-type: none"> <li>a. \$100 honorarium</li> <li>b. complimentary registration</li> </ol>