

## **Conference 2023 Faculty Deadlines**

### **November 15, 2022**

- Conference speaker contract must be completed online via the link provided in the acceptance email invitation

### **January 31, 2023**

- Deadline to make hotel reservations through AAPA's housing site. Speakers eligible for housing remuneration MUST be booked in one of AAPA's official conference hotels via AAPA's housing agent
- All faculty must be registered for conference (<https://connect.aapa.org/conference/registration>)

### **February 2023**

- Site opens for posting of PowerPoints and Handouts

### **March 1, 2023**

- Self-assessment PowerPoint presentation including questions and rationale due to AAPA for review and final approval via email ([conferencecme@aapa.org](mailto:conferencecme@aapa.org))

### **March 1, 2023**

- Upload PowerPoint presentations named: PPT-session title

### **March 1, 2023**

- Upload Handouts named: Handout-session title

### **March 1, 2023**

- Complete Copyright Release Attestation

### **March 1, 2023**

- Complete CME Questions and Answers – if providing