



PEDIATRIC ACADEMIC SOCIETIES (PAS) ANCILLARY EVENT POLICY

The purpose of this policy is to specify the types of Ancillary Events, including Extended Ancillary Events, that nonprofit organizations or government agencies are permitted to hold in conjunction with the PAS Meeting in support of our vision to be the premier North American scholarly child health meeting. For purposes of this policy, “in conjunction with” is understood to mean conducted during the days of the PAS 2021 Phase I and II (Phase I - April 30, 2021 & Phase II – May 10 – June 4, 2021). “Nonprofit organization” is understood to mean organizations that have been granted such status by the US Internal Revenue Service or similar international body. “Government agency” is understood to mean an agency established by a sovereign government.

Policy Scope: Ancillary Events proposed by the following nonprofit organizations, governmental agencies, or by their faculty, staff, or contracted staff, are guided by this policy:

- PAS Partner, Alliance, Affiliate, and Club organizations as listed on the PAS website
- Hospitals, clinics, or other centers of care supporting pediatric research, clinical care or education
- Academic/educational institutions supporting pediatrics education or research
- Nonprofit organizations formed to support pediatrics or related issues
- Governmental agencies with a charter related to the support of pediatrics or related issues

Types of Permitted Ancillary Events: Ancillary Events should advance the vision of the PAS Meeting, the fields of academic pediatrics and pediatric research and should not detract from or compete with official PAS programming or events. Acceptable events include, but are not limited to:

Acceptable Ancillary Event	Example
Business or board meeting	AAP Executive Committee Meeting PAS PC & Leadership Breakfast IPRF Board of Trustees Meeting IPHA Members Meeting
Conference	APA-sponsored QI Conference APPD Forum for Fellowship Directors Conference
Committee meeting	APS Committee on Diversity and Inclusion APA Editorial Board Breakfast
Investigator meeting	HEAL/PENUT Trial Pediatric Critical Care Research Training Consortium
Multi-year scholars' programs	APPD Fellows Core Curriculum Program APA/APS/ABP New Century Scholars Program
Receptions/Social/Networking Gatherings	CHNC Reception PAS Opening Luncheon Yale New Haven Children's Hospital Reception Joint SPR Science Research Showcase & Reception
Recruitment Interviews	PSDP Fellows interviews

Qualification Criteria: Proposed Ancillary Events must meet the following criteria.

- **New for 2021- Event Management:** For the PAS 2021 Virtual Meeting, you will be responsible for all aspects of your ancillary event. This includes using your Institution's or Organization's online meeting tool to host your event. PAS is only responsible for publishing your ancillary event to the PAS Online Program Guide and session list, if you select that you would like it to be published during your ancillary submission.

Proposal Submission: Complete event details must be submitted through an official PAS Meeting call. This is typically August to October and January to March. Event proposals should include sponsor/organizer name, event title and purpose, audience size and all other questions indicated.

- **Policy Compliance:** Event organizers agree to be aware of and in compliance with PAS policies.
- **Schedule:** Ancillary Events may occur only during the PAS approved times listed below. Events longer than four hours in duration must be approved by the PAS Program Chair.
- **Content:** Any ancillary event that contains educational and/or scientific content should complement, rather than replicate or compete with the PAS programming and programming times; comply with applicable CME rules and regulations as administered by the official PAS CME provider; and be deemed acceptable by the PAS Program Chair or his/her designee. Content cannot be rejected submissions from the PAS programming calls. Ancillary Events that include scientific content must be approved by the PAS Program Chair.
- **Fees and Expenses:** Fees have been waived for PAS 2021. All event expenses are the responsibility of the organizer.
- **Registration Requirements:**
 - **UNPUBLISHED:** Attendees of Ancillary Events not published in the PAS Program Guide are not required to register for the PAS Meeting.
 - **PUBLISHED, MARKED PRIVATE EVENT:** Attendees of private events that are published in the PAS Program Guide are not required to register for the PAS Meeting. **However, please keep in mind PAS Meeting registration is required in order to access to the PAS Program Guide and links to access events.**
 - **PUBLISHED, OPEN TO ALL PAS MEETING ATTENDEES:** Attendees of open events that are published in the PAS Program Guide are required to register for the PAS Meeting. All PAS Attendees may access event link via the program guide.
- **Marketing:** Ancillary Event marketing should not begin until the Ancillary Event has been approved. PAS will not give any information about addresses for any type of mailings.
 - **UNPUBLISHED:** Promotions Ancillary Events not published in the PAS Program Guide are at the discretion of the event organizer.
 - **PUBLISHED, MARKED PRIVATE EVENT:** All promotional materials, including websites, brochures, social media postings,

emails, and fliers, are encouraged to be co-branded with the PAS logo. Please contact Amber.Fraley@pasmeeting.org to request PAS marketing support & materials.

- **PUBLISHED, OPEN TO THE PAS MEETING ATTENDEES**. All promotional materials, including websites, brochures, social media postings, emails, and fliers, are encouraged to be co-branded with the PAS logo. Please contact Amber.Fraley@pasmeeting.org to request PAS marketing support & materials.
- **Qualification Criteria for Extended Ancillary Events:** Any proposed Ancillary Event that exceeds four hours in length must be approved by the PAS Program Chair.
 - **New for PAS 2021: only PAS Partner Society Event Requests will be considered during Phase I or II.**
- **Administration and Oversight:** The PAS Meeting Director has responsibility to implement this policy. He/she will consult with the PAS Executive Director, Program Chair, or other governance bodies as needed to determine final event approvals or rejections.
- **Non-compliance Outcomes:** Any organization found to be in violation of this policy, as determined by the PAS Meeting Director, may be subject to actions up to and including event cancellation.

PAS 2021 Approved Ancillary Event Days and Times: Approved Ancillary Events, regardless of sponsoring organization, may take place only during the following times. Times are subject to change based upon adjustments to the official PAS Program schedule. **All times are in Central Time Zone.**

Phase I: April 30 to May 4, 7am to 9am, 7pm to 9pm

Phase II: May 10 to June 4, 7am to 9am, 11am to 1pm, 3pm to 6pm

Note: There are no black out time restrictions during Phase II for Ancillary Events, but Ancillary Events published in the PAS Program Guide must be approved by PAS. **These are suggested times to schedule ancillary events in order to minimize overlap with PAS program sessions and to increase Ancillary Event attendance.**