



2024 Education Partner Program Guidelines

The American College of Rheumatology (ACR) is the leading authority and trusted partner of rheumatology professionals. By providing comprehensive education to improve the knowledge, competence, and performance of those who treat/care for patients with/at risk for musculoskeletal disorders and systemic autoimmune rheumatic diseases, the ACR is empowering rheumatology professionals to excel in their specialty.

Participating Programs

ACR Convergence 2024 participants will have access to hundreds of hours of educational content dedicated to advances across rheumatology research and clinical applications. Past participants across the spectrum tell us the meeting is inspirational and energizing. However, they also report it is challenging to absorb all the content. To address this challenge, ***the ACR is seeking quality education partners to help share and extend Winter Rheumatology Symposium 2024, SOTA 2024 and ACR Convergence 2024 learning opportunities to new audiences, throughout the year.***

- The **Winter Rheumatology Symposium 2024** provides the most up-to-date, practical clinical information on the diagnosis and management of patients with rheumatic and immune disorders. This activity is designed for rheumatologists, physicians from other specialties, and other health care providers who care for patients with rheumatic diseases and those interested or engaged in research in the field of rheumatology. Winter Rheumatology Symposium is held January 28-February 1 in Snowmass Village, Colorado.
- **State-of-the-Art Clinical Symposium 2024 (SOTA)**, features key opinion leaders who will deliver a range of content in areas such as therapeutic developments, recent research findings, and scientific advances, in an environment conducive to dialogue and networking. SOTA will be held April 12-14 in Chicago, Illinois.
- **ACR Convergence 2024, the ACR's annual meeting** and the premier meeting for rheumatology professionals worldwide, will be held November 14-19, in Washington DC. Now, more than ever, the rheumatology community needs to maintain connection. ACR Convergence 2024 provides an opportunity to do just that.

The ACR looks forward to collaborating with you to improve patient outcomes through education!

APPLICANT ELIGIBILITY CRITERIA

An organization, company or individual with a mission related to healthcare professionals, medical education and/or healthcare improvement may apply.

- Applicants must apply outlining how they will develop an educational activity such as conference highlights, disease state, specific audience, deeper dives, or faculty follow ups based on the content

from one of the following: Winter Rheumatology Symposium 2024, SOTA 2024 or ACR Convergence 2024. This activity must highlight and extend the value of the chosen meeting.

- These activities can either be Continuing Medical Education (CME) or non-CME. If the proposed activity will offer accredited continuing education credit, the applying organization must be an accredited provider. The accredited activity may be supported by a non-accredited commercial entity. **The ACR does not accredit Partner Program activities.**

PROGRAM INFORMATION

- The intent of this program is to encourage the development of activities utilizing content from Winter Rheumatology Symposium 2024, SOTA 2024 or ACR Convergence 2024 for healthcare providers who treat patients with rheumatic diseases. Such providers may include rheumatologists, dermatologists, primary care physicians, nurse practitioners, physician assistants, etc.
- *Please note – content from Winter Rheumatology Symposium 2024 and SOTA 2024 is not archived online, as is the content from ACR Convergence 2024. Partners are expected to attend these meetings in person to determine content that they would like to use in their program.*
- Educational activities that are developed for patients with rheumatic diseases will also be considered.
- Patient information activities/materials must be free from influence or the appearance of influence from ineligible companies.
- All educational activities are expected to present fair and balanced information relating to the pathogenesis, diagnosis, and treatment of rheumatic diseases.

BENEFITS / EXPOSURE

ACR will promote the 2024 Education Partner Program and Approved Partner Activities for 6 months after payment of invoice. Benefits include:

- The activity and link will be listed on the ACR website under the section titled “Approved Education Partner Activities”.
- Promotion of the activity through e-blasts to attendees during the meeting associated with their application: Winter Rheumatology Symposium 2024, SOTA 2024 or ACR Convergence 2024.
- ACR to advertise the Approved Partner Activities in the following formats:
 - ACR Convergence Today, the ACR’s newspaper distributed digitally during ACR Convergence 2024 to all participants.
 - ACR’s official newsmagazine, “The Rheumatologist,” following the meetings.
 - Listing of Approved Partner Activities in ACR Reading Room, partnership with the ACR and MedPage Today.

ADDITIONAL BENEFITS

- Permission to use official ACR Education Partner Logo and statement “*APPROVED EDUCATION PARTNER. This activity is included in the ACR’s Education Partner Program.*”
- Official introduction Letter from ACR will be provided to **the partner** to use for faculty recruitment. **The ACR does not contact faculty or speakers.**
- Organizations with approved Education Partner activities will be granted up to four complimentary All-Access Registrations for Winter Rheumatology Symposium 2024, SOTA 2024 or ACR Convergence 2024 (to correspond with the meeting for which the partner is applying).
 - If the partner is also an exhibitor at the meetings, they may register staff via the exhibitor registration process.

PROGRAM FEE PRICING

Fees are based on the length of the partner's activity and the activity format. Organizations with approved Education Partner activities will receive an invoice for the Program Live, Enduring and Host Partners Fee within 5 business days of counter-signing the Letter of Acceptance (LOA). Payment of the Program Live, Enduring and Host Partners Fee is due within 10 business days of receipt of said invoice.

Program Fee Pricing and Timelines			
Non-Profit / Individual Rate			
Non-profits and charitable organizations registered with 501(c)(3) status are eligible. Activities planned by an individual not affiliated with a for-profit organization or corporation are also eligible.			
<i>**Non-profits will need to submit proof of their non-profit status by providing a copy of their tax-exempt status.</i>			
Length of Partner Activity Hours = max length for learner to complete the activity	Live Activity Fee	Enduring Activity Fee 30 days or less prior to the start of meeting	Host Partners Fee
1 to 5 hours	\$7,500	\$10,000	\$40,000
5+ to 10 hours	\$10,000	\$20,000	
10+ to 15 hours	\$20,000	\$30,000	
15+ to 20 hours	\$30,000	\$40,000	

Program Fee Pricing and Timelines			
Commercial Entities Rate			
Any entity that develops, produces, markets, re-sells, or distributes drugs, devices, services, information, therapies or other health care goods and services used or intended to diagnose, treat, monitor, or manage people, for -profit. This definition includes for-profit medical education communication companies but does not include entities through which health care professionals provide clinical services directly to patients.			
Length of Partner Activity Hours = max length for learner to complete the activity	Live Activity Fee	Enduring Activity Fee	Host Partners Fee
1 to 5 hours	\$15,000	\$20,000	\$80,000
5+ to 10 hours	\$20,000	\$40,000	
10+ to 15 hours	\$40,000	\$60,000	
15+ to 20 hours	\$60,000	\$80,000	

Content Capture

To be considered and approved, all applications must identify the exact length of the partners' activity and the activity format to be used in the partner activity and describe the intended method of capturing said content.

What is Permissible

- **Live Activity**
 - Partners can use content from Winter Rheumatology Symposium 2024, SOTA 2024 or ACR Convergence 2024 to create their activity in a live (in-person or online) or webinar setting.
- **Enduring Activity**
 - Partners can use content from Winter Rheumatology Symposium 2024, SOTA 2024 or ACR Convergence 2024 to create their activity in an enduring format. (*Please note: Winter Rheumatology Symposium 2024 and SOTA 2024 is not archived online – partners will need to attend the meetings in person and work with the speakers to use their content*).
Enduring material is a printed, recorded, or computer-presented activity that endures over a specified time and does not have a specific time or location designated for participation; rather, the participant determines whether and when to complete the activity.
- **Host Partners**
 - Host partners are by invitation only (limited to only 2 selected partners) and serve as a host to show ACR original content to a larger audience (up to 50 people).
 - Host Partners will have an all-access license to Winter Rheumatology Symposium 2024, SOTA 2024 or ACR Convergence 2024 sessions.
 - Participants will be invited to a Host Partner Rehearsal to prepare for the live meetings.
 - Host Partners will arrange for live stream feed from their location, agree to invite and recruit participants as guests, make all logistical arrangements to host, and agree to Terms & Conditions for participants (e.g., be on camera, provide mailing address for promotion products, rules TBD)
 - Hosts are responsible for adhering to city/state and federal guidelines for gathering in groups for their hosted event.
 - Hosts fully execute, pay and arrange for logistics which includes AV crew for the live feed.
 - ACR will create a marketing plan that includes promotion of the host partner parties and content.
- **Obtain PPT decks from Speakers directly** – this is at the speaker's discretion, and the partner must inform faculty that they are an education partner, but the reporting is independent and does not represent the ACR.
- **Reprint Abstracts** - view the abstracts online and in ACR Convergence 2024 platform, but they cannot be downloaded. See [Permissions and Reprints](#) on the ACR website.

What is NOT permissible:

- No live streaming unless as a 'Host Partners' approved by ACR
- No presentation or abstract downloads
- No access to video file of ACR presentation

TIMELINE

Applications will be accepted on a rolling basis throughout 2024. Applications will be reviewed within three to four weeks of receipt and approved partners will be notified of their acceptance within eight weeks of submission of an application.

Note: If the activity will receive commercial support, it is preferred that funding is secured prior to the application submission. Otherwise, proof of funding (Letter of Intent from the Supporter) must be included with the activity application. Conditional acceptance may be provided, however final acceptance will not be made until proof of secured funding is provided. Proof of secured funding must be provided no later than 30 days prior to the ACR meeting start date.

Timeline	
Proof of Funding Deadline	30 days prior to start of ACR meeting
Winter Rheumatology Symposium 2024	January 28 – Feb 1, 2024
SOTA 2025	April 12-14, 2024
Convergence 2024 (<i>includes advance access and extended programming</i>)	November 14-19, 2024
Agenda, Marketing Material, and Webpage Due	30 days Prior to partner activity promotion
Copies of Materials such as Slides or Syllabus Due	Prior to partner activity launch
Link to the Activity Due	Prior to partner activity launch
Evaluation Summation Report Due	3 months after partner activity launches

PARTNER RESPONSIBILITIES

Upon signing the LOA, the partner agrees to:

- Pay activity live, enduring or host partners Fee within 30 business days of receipt of invoice.
- Reference the ACR website Online Program to develop activity agenda.
- It is the partner's responsibility to contact speakers/authors by performing research via internet searches or via the ACR Convergence platform.
- Work directly with speakers/authors to:
 - Receive all content/disclosures required and acknowledge that the ACR is not involved in this process.
 - Identify the scope of faculty participation.
 - Establish and pay honoraria.
- Provide final agenda, marketing material, and screen shots of activity webpage to ACR for review.
- Provide ACR with a final link to the activity which will be placed on the ACR website.
- Provide ACR with final copies of materials such as slides or syllabus.
- Submit an evaluation summation report 3 months after the launch of the partner activity.

Marketing Materials

Organizations with approved Education Partner activities are responsible for promoting their activity and for activity registration, and must design, print, and distribute separate invitations for their activities if needed.

All invitations, announcements, and signage must reflect the professional tone of the ACR and must be reviewed and approved by the ACR prior to printing or online publication. The ACR strongly recommends that materials not be printed prior to receiving approval.

Permission to use the official ACR Education Partner logo and statement "*APPROVED ACR EDUCATION PARTNER: This activity is included in the ACR's Education Partner program*" in conjunction with statement indicating independence "*independent reporting and the viewpoints expressed are those of (insert partner name) and its affiliates and do not represent the ACR*" will be provided to educational partners to include on the front of each invitation, mailer and publicity sign, and on any digital platform promoting the activity.

Insignias, logos, and images of the ACR, ARP, and Rheumatology Research Foundation are proprietary marks. Use of these in any fashion, by any entity, for any purpose, is prohibited without the written permission of the ACR. The use of insignias, logos, and images that mislead the intended audience to believe that a piece or production is coming from the ACR is strictly prohibited.

Use of ACR Name

The names, insignias, logos, and acronyms of the ACR, the ARP, the Foundation, Winter Rheumatology Symposium 2024, SOTA 2024 and ACR Convergence 2024 are proprietary marks. Use of the names in any fashion, by any entity, for any purpose is prohibited without the written permission of the ACR. The use of insignias, logos, and images that mislead the intended audience to believe that a piece or production is coming from the ACR is strictly prohibited.

Copyright Policy

Organizations with approved Education Partner activities are responsible for obtaining copyright permission. All the proceedings of Winter Rheumatology Symposium 2024 and ACR Convergence 2024, including the presentation of scientific papers and other educational material, are intended solely for the benefit of the ACR members and other registered participants. Scientific presentations or other educational material may not be recorded, photographed, copied, photocopied, transferred to electronic format, reproduced, or distributed without the written permission of the ACR and the presenter. Any presentation is to be regarded as limited publication only and all rights, including copyrights, are expressly reserved to the presenter or the ACR. Any use of the program content, which includes but is not limited to oral presentations, audiovisual materials used by speakers and program handouts, is expressly prohibited, without the written consent of the ACR and the presenter. This policy applies before, during and after Winter Rheumatology Symposium 2024 and ACR Convergence 2024. Reproduction of materials such as abstract data, posters, presentation slides, etc., requires first obtaining permission from the listed author(s) and/or presenter(s) as well as from any individual or group that may hold copyright on the material. Please reference the [Abstract Embargo](#) and [Permissions and Reprints](#) for copyright and reprint details.

Faculty

Organizations with approved Education Partner activities must provide the ACR a list of proposed faculty for review and approval, prior to the development of their activity. In some cases, participation of College leadership may be restricted.

Modification

It is the responsibility of organizations with an approved Education Partner activity to develop and implement the activity as they have outlined in their application. Any changes in content or faculty must be communicated to ACR in writing, in advance of the activity, and must receive ACR approval. The ACR has the right to deny any changes at any time.

Violations

Any misuse of the ACR name or violation of the ACR Education Partner guidelines on the part of the partner or its employees or agents shall, at the discretion of the ACR, terminate the agreement immediately and any such partner shall forfeit all monies paid or due.

Adherence to External Guidelines

Organizations, domestic or international, with approved Education Partner activities are expected to be both General Data Protection Regulation (GDPR) and Payment Card Industry (PCI) compliant and provide evidence of compliance. It is the responsibility of the educational partner, any sponsors, supporters, and third-party organizations to comply with the FDA regulations, policies, practices and guidelines, and all other industry guidelines, including the PhRMA Code on Interactions with Healthcare Professionals, concerning the discussion, demonstration, use and/or display of products, technologies and/or services.

Reporting

Upon request, a partner organization must provide the ACR with an evaluation summation report. In addition, the organization must provide the ACR with information on learners who completed the activity, copy of any printed or digital materials, slides, and/or syllabus material that were made available for distribution to participants.

Standardization

The Education Partner Program is intended to be a standardized process with all partners treated equally, at an equal/set fee depending upon the product. All partners are offered the same benefits/recognition/resources to promote the program. ACR does not offer product customization in this regard.

Education Partner Program Expanded Guidelines For Partnership Opportunities beyond ACR developed Content.

Over the last few years, the ACR has received several educational partnership opportunities that fall outside of ACR developed content. Some of the opportunities include:

1. Partnering with organizations to create online self-paced education, virtual education, In-person education etc.
2. Disseminating content worldwide to enable healthcare professionals to improve their practice.
3. Creating an ACR editorial panel to oversee the integrity of education projects and material for other organizations looking for guidance.

This is an opportunity for the ACR to expand its education partnerships with organizations such as Wiley, Insignia, and MCI.

I. Eligibility	
Geographic Scope	<ul style="list-style-type: none"> All
Applicant Eligibility Criteria	<ul style="list-style-type: none"> ANY entity or individual with a mission related to healthcare professional education and/or healthcare improvement may apply. Applicants must propose to develop an educational activity partnering with ACR. (<i>Potential Scope: online education, virtual education, in-person education, education content managed by ACR, ACR Education provides consulting services</i>)
II. Program Information	
General	<ul style="list-style-type: none"> The intent of this expanded Education Partner program is to encourage the development of activities to disseminate content from ACR and partner organizations to healthcare providers that treat patients with rheumatic diseases, including rheumatologists, dermatologists, primary care practitioners, nurse practitioners, and physician assistants worldwide. Educational activities that disseminate content to patients with rheumatic diseases will also be considered. Patient information activities/materials must be free from influence or the appearance of the influence from commercial entities.
Benefits	<ul style="list-style-type: none"> Activity will be listed on the ACR website under the section titled "Approved

	<p>Education Partner Activities” with link to activity.</p> <ul style="list-style-type: none"> • Promotion of the activity during ACR Convergence • ACR to develop advertisement featuring Approved Partner Activities in <i>The Rheumatologist</i>, the ACR’s official newsmagazine. • Permission to use official ACR Education Partner Logo and statement <i>“APPROVED EDUCATION PARTNER. This activity is included in the ACR’s Education Partner Program.”</i>
Fees	<p>The following fees will be due upon notification of acceptance.</p> <ul style="list-style-type: none"> • Non-Profit/Individual Rate: \$2500.00 Non-profits and charitable organizations registered with 501(c)(3) status are eligible. Activities planned by an individual not affiliated with a for-profit organization or corporation are also eligible. • Commercial Entities Rate: \$5000.00 Any entity that develops, produces, markets, re-sells, or distributes drugs, devices, services, information, therapies or other health care goods and services used or intended to diagnose, treat, monitor, or manage people. This definition includes for-profit medical education communication companies but does not include entities through which health care professionals provide clinical services directly to patients. • Royalties shared with the ACR based on agreement with the Education Partner
Key Dates	<p>Proposals will be accepted on a yearly basis from January 1st to December 31st</p> <p>Proposals will be reviewed by the Education Partner Subcommittee within <u>four weeks</u> of receipt. Proposals should be submitted to education@rheumatology.org. The subcommittee will determine if other ACR committees need to review and approve the scope of work. If the committee agrees that the ACR should consider the proposal there will be a meeting set up with ACR staff, Education Partner Subcommittee and any other relevant committees and officers with the partnering organization to further discuss the proposal. There may be a need to have several meetings to confirm the partnership. The Education Partner Subcommittee will make the decision to move forward with the partnership. The committee may refer the proposal to the Committee on Education if needed for the final decision on whether the proposal will be accepted.</p> <p><i>Note: if the activity will receive commercial support, funding should be secured prior to the proposal being submitted. Otherwise, proof of funding (Letter of Intent) must be included with the activity proposal. Conditional acceptance may be provided, however final acceptance will not be made until proof of secured funding is provided.</i></p>

III. Submission Proposal Requirements

Organization Detail	<ul style="list-style-type: none">Describe the attributes of the entity/entities that will support and facilitate the execution of the activity, the leadership of the proposed activity, and the specific role all entities have in the proposed activity.If the entity responsible for the execution of the activity will be receiving commercial support for the activity, please list the commercial supporter's name and describe the funding agreement terms.
Activity Detail	<ul style="list-style-type: none">Activity NameActivity DateProposed Activity Description (including format)List all individuals involved in the activity and their role, including faculty.
Needs Assessment	<ul style="list-style-type: none">Explain how your activity will meet or address an educational need or gap.
Goals and Objectives	<ul style="list-style-type: none">Briefly state the overall goal of the activity.List the objectives you plan to meet, in terms of learning and expected outcomes.
Target Audience	<ul style="list-style-type: none">Describe the primary audience(s) targeted for this activity and anticipated audience size.
Design and Methods	<ul style="list-style-type: none">Describe the planned activity, the educational approach, and the way the planned methods address the established need and how ACR will be involved in the design.
Innovation	<ul style="list-style-type: none">Explain how the activity is innovative and what measures you have taken to assure that this activity is original and does not duplicate existing activities.
Evaluation and Outcomes	<ul style="list-style-type: none">Describe how your organization will collect and analyze data from the activity to determine impact.
Timeline/Milestones	<ul style="list-style-type: none">Provide an anticipated timeline for the development of your activity, including start/end dates.
Budget Upload and Narrative	<p>Applicant organizations must accept financial responsibility for <u>all</u> aspects of their activity.</p> <ul style="list-style-type: none">Provide activity budget with detailed narrative for each line item specified in the budget.Indicate if you have secured corporate support for the activity, or if you have received a Letter of Intent for corporate support.

	<ul style="list-style-type: none"> • If corporate support is received, please state royalties or an honorarium for the ACR will be provided. • This can be submitted as a PowerPoint presentation.
Additional Information	<ul style="list-style-type: none"> • If there is any additional information you feel ACR should consider, please summarize in detail.
Questions	<ul style="list-style-type: none"> • Contact Lawrence Cunningham at education@rheumatology.org or 404-365-2145

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