2021 Call for Courses

124th Annual AOA Congress & 51st Annual AOSA Conference: Optometry’s Meeting®

June 24-26, 2021
Anaheim, California

2nd Annual AOA Virtual Learning Livecast
Dates to be announced in 2021

The American Optometric Association (AOA) has opened the Call for Courses for the continuing education (CE) program at Optometry’s Meeting 2021 in Anaheim, California. CE courses will be held Thursday, June 24, through Saturday, June 26, 2021.

The AOA is committed to providing quality education for doctors of optometry, paraoptometric staff and future doctors. To better develop an educational system that can deliver yearlong integrated learning and professional development for the doctor and staff alike, Optometry’s Meeting 2021 will look to feature a series of courses focusing on progressive topics and contemporary optometry. We invite you to submit lecture and workshop courses in the online application below. All application submissions must be submitted online by Oct. 4, 2020.

If you have questions regarding the call for courses, please contact Keegan Palzkill, Education Program Analyst, at kpalzkill@aoa.org.

Topics

While the AOA is a COPE- (Council on Optometric Practitioner Education) qualified administrator and a number of courses accepted for doctor of optometry education may be submitted for COPE approval, ALL courses offered will qualify for AOA CE credit. The AOA will consider all areas of ophthalmic education, including those that address emerging technologies, innovations in optometric patient care, and business management.

Continuing with the changes implemented last year, we are looking to develop a series of courses that place an emphasis on the following doctor education topic (however, submissions need not be limited to this suggested topic): systemic disease. Categories of topics: autoimmune, cardiovascular, diabetes, genetic diseases, hypertension, neurodegenerative disorders, thyroid dysfunction, and high-risk medications (however, submissions need not be limited to these suggested topics). These courses could be two or more individual presentations that range from overview to deep dive into variants, management, clinical and staff directives, technology and EHR integration.

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We welcome innovative courses that would bring interprofessional collaboration for the sake of better understanding and learning; for example, a doctor paired with an endocrinologist detailing diabetes and/or thyroid dysfunction; a doctor paired with a neurologist for an in-depth review of neurological conditions; or a doctor speaking with a cardiologist for the review of ocular findings associated with cardiac conditions. We also encourage speakers to consider more interactive lecture techniques such as: Case study small group rotations, practical demonstrations, and problem-based learning. Additionally, courses that integrate cultural and social themes in public health and communication techniques necessary to effectively assist all optometric patients are encouraged.

Doctor/paraoptometric joint course topics: systemic diseases (with ocular manifestations), patient education regarding nutritional and healthy choices for the hypertensive and diabetic patient, OCT/angio workshop, and billing and coding for diagnostic testing. With an increased demand for more information on public health disparity, we would welcome courses involving social determinants of health. Additionally, we are seeking courses that focus on full conversion to EHR.

All courses accepted for paraoptometric assistant/technician staff will be submitted to the Commission on Paraoptometric Certification and may be submitted to American Board of Opticianry/National Contact Lens Examiners for approval.

This year we are placing an emphasis on the following paraoptometric assistant/technician staff categories (submissions need not be limited to these topics): history taking in EHR, triage, office management, chairside assisting (YAG and SLT), pediatric eye exams, billing and coding (especially ICD changes and procedures), hands-on workshops, TBI/low vision, vision therapy tools, corneal topography and specular microscope, fundus photo, dissecting lab, scribing terminology and data entry in EHR, and new equipment training.

All submitted courses that meet the requirements and have been submitted on time will be considered for acceptance for Optometry’s Meeting 2021 and/or the 2021 Virtual Learning Livecast program.

Course Criteria and Requirements
Due to the volume of submissions, not all submitted courses will be accepted. All applicants will be notified of accepted courses via email by Dec. 4, 2020. Acceptance will be based on the following criteria:

- Speakers must be members of the AOA.
- **Courses accepted for Optometry’s Meeting or the Virtual Learning Livecast should be original and not presented previously at Optometry’s Meeting or slated to be presented at any other meeting/conference in 2021.**
- The **complete electronic submission** must be received by the AOA by **Oct. 4, 2020**. Submissions will not be accepted in any manner after that date. Any incomplete submissions will be voided, and an email will be sent to the submitter.

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explaining what was incomplete. An incomplete submission will not be considered for acceptance.

- Lectures may be submitted as one- or two-hour segments.
- Workshops may be designated for two-hour segments. Workshop proposals should indicate that participants will be provided with hands-on experience in techniques and procedures. Workshop size is limited to a maximum of 40 participants. (Please specify the course is a workshop when submitting by adding the word “workshop” to the title.)
- **New this year!** Speakers are encouraged to submit courses that can be offered as part of a series. Speakers may collaborate with each other to create courses that offer a beginner, intermediate and advanced track of courses on related topics. (Examples: Courses that explain how to develop a new niche in your practice, such as specialty contact lenses, low vision or disease management [e.g., glaucoma]). Topics can be submitted with information geared toward entry-level practitioners (how to get started, equipment needed including basic level interpretation of test results), intermediate and advanced level of practice. Additionally, these courses can even be paired with a billing and coding course for the sake of completeness, as well as courses pertaining to education of the paraoptometric staff in said areas.
- If your workshop is accepted, a workshop equipment/supply request form must be submitted to the AOA by March 26, 2021. The AOA will provide basic supplies; however, you are expected to assist with the acquisition of any equipment and special supplies needed for your workshop. You may be required to bring your own supplies or to provide vendor contact information with your request form to assist with obtaining the necessary equipment and supplies.
- You agree to present the course at the time(s) scheduled by the Education Center Committee. If you have scheduling conflicts, please indicate them in the comments box on the electronic submission form. Once scheduled, course times cannot be changed. It is expected that the speaker will attend Optometry’s Meeting **in its entirety**, and courses are scheduled with this understanding.
- Indicate in the online form if your course can be considered for CEE (Continuing Education with Examination) credit. Only two-hour courses will be considered. If your course is selected, you agree to provide the AOA with a 20-question, multiple-choice-only exam with answers. The questions will be included in the CEE examination, which will be administered by an accredited third party.
- Indicate in the online form if your course can be considered for virtual learning. If your course is selected for virtual learning, you agree to provide the AOA with 10 multiple choice questions per hour of lecture, and/or four polling questions per hour of lecture.
- As part of the online submission process, you are required to upload:
  - A course outline. The outline must provide enough detail to allow the Education Center Committee to determine if the course is suitable for presentation and to submit to COPE for approval. Follow the COPE outline guidelines.
  - An up-to-date curriculum vitae of the primary speaker.
    - **If this course has multiple speakers/panelists, all names must be submitted when submitting the outline.**

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• A brief biography of the primary speaker.
• Note: When the AOA is submitting for COPE approval, the course will be approved and labeled “For AOA education only.”

Accepted Courses

• If a course is accepted, the speaker(s) must complete an AOA Speaker’s Confirmation Agreement by Sunday, Jan. 10, 2021.
• Final course outline will be due by Sunday, Feb. 14, 2021.
• Speakers must respond in a timely manner to achieve COPE approval.
• Course handouts are required and must be submitted electronically by Sunday, April 11, 2021.
• **Speakers cannot promote their books, consulting services, etc., during education sessions.**

AOA Speaker Reimbursement Policy

AOA speaker reimbursement, stipend and registration information:

• Honorarium Standard Courses—Up to $350/hour/per instructor that is selected/invited by the AOA Education Center Committee.
• Honorarium Labs—Up to $350/hour (per instructor, maximum of three instructors), or $350/hour solo lab.
• Honorarium Panels—Up to $350/hour. Will be split among all panelists.

<table>
<thead>
<tr>
<th># of Hours Speaking</th>
<th>Registration Fee</th>
<th>Hotel Accommodations</th>
<th>Ground Travel</th>
<th>Airfare</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Yes</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>2</td>
<td>Yes</td>
<td>$350 for 1-night stay</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>3</td>
<td>Yes</td>
<td>$350 for hotel stay each day speaking at conference</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>4+</td>
<td>Yes</td>
<td>$350 for hotel stay each day speaking at conference</td>
<td>For arrival and departure days</td>
<td>One estimated roundtrip coach airfare based on current average airfare from speaker’s home address to Optometry’s Meeting®</td>
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**Speakers will receive complimentary full registration for Optometry’s Meeting: speakers must register during Early Bird Registration time frame.**

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Important Dates

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Submission deadline</td>
<td>Oct. 4, 2020</td>
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<tr>
<td>Notification of selected courses</td>
<td>By Dec. 4, 2020 (via email)</td>
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<tr>
<td>Bio, CV and contact information for additional speakers due to AOA</td>
<td>Oct. 4, 2020</td>
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<tr>
<td>Final course outlines due to AOA</td>
<td>Feb. 14, 2021</td>
</tr>
<tr>
<td>Workshop Equipment/Supply Request form</td>
<td>March 26, 2021</td>
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<tr>
<td>Final course handouts due to AOA</td>
<td>April 11, 2021</td>
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<tr>
<td>2021 Optometry’s Meeting</td>
<td>June 24-26, 2021</td>
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<tr>
<td>2021 Virtual Learning Livecast</td>
<td>TBD</td>
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Course submission:

[Click here to submit a course.](#)

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