

Plan a Satellite CME Symposium

FMX 2021 | September 28 – October 2, 2021

- [Apply Today](#)
- [Time Slots](#)
- [Fees and Payment](#)
- [Send payment to](#)
- [Cancellation Policy](#)
- [Important Deadlines](#)
- [Promote Your Event](#)
- [Satellite CME Symposia Registration](#)
- [Food, Beverage, and Entertainment](#)
- [Signage](#)
- [Exhibit Booth](#)
- [Materials](#)
- [Monitoring](#)
- [Reporting AAFP Prescribed Credit](#)
- [After-Product Enduring Material](#)
- [Questions?](#)

Apply Today

Incomplete applications cannot be considered. Please email or call Gina Page at gpage@aaafp.org or call 913-906-6066 for assistance.

[Access the Satellite CME Symposium Application](#)

- No duplicate topics are allowed in a single time slot.
- Complete applications are accepted and approved on a first-come, first-served basis. Applications will continue to be accepted until all time slots are filled.
- Providers may choose the day and time slot; however, they will be scheduled based on availability.
 - CME providers whose satellite events are approved must:
 - [Apply for AAFP Prescribed Credit](#)
 - Pay required event fee and administrative fee
 - Adhere to all deadlines
 - Follow promotional Guidelines

Time Slots

The following satellite CME symposium time slots are being offered:

Tuesday, September 28, 2021	11:00 a.m. to 1:00 p.m.
Wednesday, September 29, 2021	5:30 p.m. to 7:30 p.m.
Thursday, September 30, 2021	5:30 p.m. to 7:30 p.m.
Saturday, October 2, 2021	11:00 a.m. to 12:30 p.m. (NEW)

Fees and Payment

Satellite CME Symposium Event Fee: \$28,500

The CME provider or activity organizer is responsible for paying the satellite event fee and the AAFP CME accreditation fee (which is separate from the satellite event fee). CME providers whose satellite events are approved must [apply for AAFP Prescribed Credit](#).

When submitting the application, 100% of the administrative fee must accompany the application. Approval of event will not be considered or granted without payment.

Send payment to

Accounts Payable
AAFP
11400 Tomahawk Creek Parkway
Leawood, KS 66211-2672
(913) 906-6000

Note: AAFP CME accreditation, mailing lists, or other promotional services may not be obtained until satellite CME symposium fee has been paid in full.

Cancellation Policy

Once the event has been approved, there is a 100% cancellation penalty.

Important Deadlines

- Within 30 days of receipt of the AAFP signed Satellite CME Symposium Letter of Agreement:
 - Pay Satellite Symposium Fee of \$28,500
- At least 20 days business days prior to the start of the CME activity:
 - Apply for AAFP CME credit by submitting an online credit application. The review process begins once payment is received in full by the AAFP.
- July 9, 2021
 - Submit completed Satellite CME Symposium Resumé to be included in the FMX Digital Program & Expo Guide, FMX website and the FMX event platform.

Promote Your Event

Capitalize on your investment, additional advertising opportunities may be purchased from our online Media Kit. Please email or call Gina Page (gpage@aafp.org) or call 913-906-6066 for assistance.

Cost for faculty, marketing opportunities, etc. is the CME provider or activity organizer's responsibility.

Satellite CME Symposia Registration

Registration is managed by the CME provider or activity organizer.

Please note: Registration is not required for attendance, all FMX registered attendees will have access to this activity. However, if you are hosting the Satellite CME Symposia activity on an external website other than the FMX event platform, a designated link must be provided in advance via your completed Satellite CME Symposium Resumé in accordance with deadline as stated in the Letter of Agreement.

Entertainment

To maintain the focus on education and the research being presented, no entertainment or performance, live or otherwise, may be offered before, during, or after the event. Please refer to the Physician Payment Sunshine Act guidelines.

Promotional Material

All promotional material must be submitted to the AAFP for review and approval prior to production. Submit promotional material to be reviewed to Gina Page at gpage@aafp.org.

Exhibit Booth

Booth representatives may distribute invitations, tickets, etc., from within the exhibit space assigned to the supporter, if exhibiting.

Materials

The AAFP Credit System does not require review of handout materials prior to the event. The Credit System instead reserves the right to review all materials during the audit process.

Monitoring

Physician and staff monitors representing AAFP will attend the satellite CME symposiums to audit them for compliance with guidelines. Monitors may act as silent observers and do not need to be registered or captured in lead retrieval.

Reporting AAFP Prescribed Credit

Participants will be able to report their AAFP Prescribed credit earned for the event by contacting the education provider or Gina Page at gpage@aafp.org. No documentation is required when reporting credit.

After Product Enduring Material

The CME provider may develop and distribute an after-product enduring material (i.e. online, webcast video, LMS, monograph, etc.) from the content of the satellite CME symposium. If the CME provider wishes to offer AAFP Prescribed credit for the activity, a separate credit application for an [enduring material](#) will have to be submitted to AAFP. This does include any replays of the satellite session that occur during FMX 2021.

A separate AAFP Credit System application [review fee](#) will apply for the enduring material credit application. However, the AAFP has agreed to pay the enduring review fee for 2021. If CME providers, do submit a separate, enduring credit application then they must select the "Pay Later with Invoice" option. After selecting that option, and downloading a copy of the invoice, email Gina Page (gpage@aafp.org) and copy cmecredit@aafp.org along with the invoice and application number. The Credit System and Gina Page will work together to process the enduring material review fee. Please note that 15 business days is still required for the review process of the enduring material application. Any rush review or add on fees will be the CME provider's responsibility.

No reference may be made to the AAFP FMX when promoting the new CME activity. Visit AAFP Credit System to learn more about offering CME credit for enduring materials, or contact:

Leslie Christy

(800) 274-2237, ext. 6054

or lchristy@aafp.org

Questions?

Please contact:

Gina Page, CMP

gpage@aafp.org

(913) 906-6066