

UCA 2020 UCA Faculty Reimbursement/Honoraria Guidelines

Faculty Type	Session Type	Honoraria	Travel Stipend*	Hotel Stipend*	Main Convention Tuition
UCA Presenter (does not include vendors, consultants, or you are employed by a company that sells a product or service to the urgent care industry)	Up to 1.5 hour session	\$250 per session plus free main conference registration (will not include additional hotel nights)	Up to \$400 for airtravel will be provided to the speaker upon the conclusion of the Convention w/ receipt	1 or more nights based on days lecturing at the UCA's host hotel (*Paris Hotel) at the contracted rate	Included (typical tuition costs begin at \$1,000)
Co-Presenter	Up to 1.5 hour session	None	None	1 night reimbursement for stay at *Paris Hotel	Tuition offered at Resident Rate of \$700 (member) \$850 (non-member)
Poster Presenter	Up to 1.5 hour session	None	None	None	Included (typical tuition costs begin at \$1,000)
Hands-on Instructor	Up to 3 hours	Lead instructor \$200 for the course plus \$100 an hour of classroom time. Additional classroom instructors \$100 per hour.	Up to \$400 for airtravel will be provided to the speaker upon the conclusion of the Convention w/ receipt	1 or more nights based on days lecturing at the UCA's host hotel (*Paris Hotel) at the contracted rate	Included (typical tuition costs begin at \$1,000)
Vendor Presenter (Exhibiting in the UCA Exhibit Hall)	Up to 1.5 hour session	\$250 per session	None	None	Included (typical tuition costs begin at \$1,000)
Contributors/Panel Moderators - individuals who help speakers but do not present or moderate a panel	Up to 1.5 hour session	No honoraria for contributors	None	None	Tuition offered at Resident Rate of \$700 (member) \$850 (non-member)

Honoraria will be awarded to those speakers who complete all of the requirements on time and present a non-biased presentation. *Panels and co-presenters need preapproval by Honoraria committee.** Faculty will be provided with a check post meeting to include any honorarium and reimbursements. If there are extenuating circumstances to consider please contact the education director at education@ucaoa.org. **If you are not making a round trip to and from the Conference City please provide UCA the roundtrip cost so that we may reimburse you correctly. Questions about Honoraria and expense coverage including status as a vendor and special situation will be at the discretion of the UCA Honoraria committee. **Honoraria may also be applied toward membership dues or a tax-deductible donation to the Urgent Care Foundation or the College of Urgent Care Medicine.** **IMPORTANT NOTE: UCA is a non-profit organization dedicated to providing resources and education to our membership base. If you work for an organization or business that provide goods or services to the Urgent Care Industry, please consider submitting your reimbursement request to your company. The cost savings to the UCA adds up – allowing us to filter those funds into outreach, education and research. Thanks for your consideration!**