

Revised: 2007

On behalf of the Annual Meeting Program Committee, we wish to thank you for your participation in the Scientific Program at the Annual Meeting. Your commitment to the ongoing educational mission of the American Academy of Ophthalmology is greatly appreciated. Should you have any questions about your presentation, please contact the Scientific Program Manager at the Academy.

Table of Contents

I.	Introduction	1
II.	Subspecialty Societies' Role in the Academy Program	1
III.	Chair(s) Responsibilities	2
IV.	Selection of Speakers	2
V.	Named Lectureships	2
VI.	Established Named Lectures	3
VII.	Submission of Symposia	4
VIII.	Format of Symposia	5
IX.	Sample Symposia Formats	6
X.	Appendix: Criteria for Establishment of New Named Lectureship at the Annual Meeting of the American Academy of Ophthalmology	8

I. Introduction

The Academy is interested in maintaining the highest quality program possible and ensuring that the submission of proposed symposia does not become routine. When developing a joint program with the Academy, it is important to adhere to all deadlines set by the Annual Meeting Program Committee. Failure to do so may result in being dropped from the program.

II. Subspecialty Societies' Role in the Academy Program

Over the years many subspecialty societies have played an invaluable role in helping to construct the educational program of the American Academy of Ophthalmology's Annual Meeting. The relationship between the Annual Meeting Program Committee and the societies shall be governed by the following principles:

- Subspecialty societies present symposia at the Academy's Annual Meeting by a call for symposia from the Annual Meeting Program Committee.
- The subspecialty society shall have an organizational structure that will allow it to develop programs consistent with the goals of the American Academy of Ophthalmology.
- It shall have demonstrated an interest and ultimately a capability of working with the American Academy of Ophthalmology toward the attainment of mutual goals in education.
- All communication with subspecialty societies shall be between the Annual Meeting Program Committee and the President and/or Program Chair of the subspecialty society or the individual/committee designated by the President.

- Such programs shall be targeted either toward the interest of the subspecialist or the comprehensive ophthalmologist.
- Approval of a topic for a proposed symposium does not ensure automatic selection. The symposium will be reviewed by the Annual Meeting Program Committee to determine if 1) it is continuing to fulfill the needs of the Academy's Annual Meeting attendees; and 2) it is attracting reasonably sized audiences. Due to space restrictions, the Annual Meeting Program Committee may schedule the symposium over the noon-time hour or in a smaller session room.
- No speaker proposed in a symposium should be contacted until after the symposium has been finalized and approved by the Annual Meeting Program Committee.

III. Chair(s) Responsibilities

- The chair(s) is responsible for introducing each topic and speaker, as well as interacting with the floor manager to ensure that the presentations are on time.
- The introduction and summation of the symposia should not exceed two or three minutes.
- The chair(s) should preferably not participate as a speaker in the symposium.
- The chair(s) should be appointed by the president of the subspecialty society; (i.e., Program Chair, President, President-Elect, etc.) and should serve as chair for no longer than three years.

IV. Selection of Speakers

- The Academy does not permit attendance or participation by optometrists in any educational activity.
- All speakers should be members of the American Academy of Ophthalmology or be invited by the subspecialty society and approved in advance by the Annual Meeting Program Committee.
- Speakers in symposia shall not use the program or the fact that they are participating in the program for promotional purposes.
- The subspecialty society is highly encouraged to vary speakers each year and to include speakers with diverse backgrounds.
- Speakers in the program must agree to meet the full requirements of the Annual Meeting Program Committee with regard to financial interest disclosure, copyright disclosure, ethical standards, adherence to topic and subject, and adherence to the general format and conduct of the program, as directed by the Chair(s).
- The Annual Meeting Program Committee reserves the right to replace any symposia speaker who, in its sole discretion, does not adhere to the guidelines or whose views are not consistent with the goals of the American Academy of Ophthalmology.

V. Named Lectureships

- A new named lecture must be approved by the Academy's Board of Trustees before being instituted. Listed in the appendix are the Criteria for Establishment of New Named Lectureships at the Annual Meeting of the American Academy of Ophthalmology, as approved by the Board of Trustees of the American Academy of Ophthalmology on June 18, 1995.

- The person who will introduce the named lecture should be designated in the proposed symposium in order for the name to appear in the Final Program.
- The format of all named lectures should be uniform (e.g., introduction, lecture, conclusion, awards, etc.).
- All named lectures should be no longer than 30 minutes (including introduction, awards, etc.).

VI. Established Named Lectures

Jackson Memorial Lecture
(American Journal of Ophthalmology)

Ruedemann Lecture
(American Society of Ocularists)

Parker Heath Lecture
(Ophthalmology Section Council to the American Medical Association)

Robert N Shaffer Lecture
(Prevent Blindness America)

Binkhorst Lecture
(American Society of Cataract and Refractive Surgery)

Zimmerman Lecture
(American Association of Ophthalmic Pathologists)

Wendell L Hughes Lecture
(American Society of Plastic and Reconstructive Surgery)

Barraquer Lecture
(International Society of Refractive Surgery)

Castroviejo Lecture
(Castroviejo Society)

Whitney G Sampson Lecture
(Contact Lens Association of Ophthalmologists)

Marshall M Parks Lecture
(American Association of Pediatric Ophthalmology and Strabismus)

William F Hoyt Lecture
(North-American Neuro-Ophthalmology Society)

Straatsma Lecture
(Association for University Professors in Ophthalmology)

Kelman Lecture
(American Academy of Ophthalmology)

Helen Keller Lecture
(American Society of Ocular Trauma)

VII. Submission of Symposia

- The subspecialty society will be sent a call for symposia to submit a symposium proposal for the following year. To avoid overlap in symposia topics, the subspecialty society will be asked first to submit two proposed symposia topics to the Annual Meeting Program Committee for approval. The Annual Meeting Program Committee will review for overlap and then select the topic.
- Once the topic is approved, the subspecialty society will develop the full proposed symposium. The proposed symposium should consist of the following:
 - Name of the cosponsoring organization
 - Name(s) of program chairs
 - Title of symposium (not to exceed 120 characters)
 - Title of presentation of each speaker
 - Proposed speaker and alternate speaker
 - Time allotted for each presentation (not to exceed ten minutes)
- The proposed symposium should not exceed one and one-half hours. If there is a named lecture within a symposium, that presentation should be included within the one and one-half hour timeframe. A named lecture should not exceed 30 minutes (including introduction, awards, etc.).
- Proposed speakers shall not be contacted until after the Annual Meeting Program Committee has approved the symposium at its winter conference call meeting.
- Approval of a topic for a proposed symposium does not ensure automatic selection. The symposia proposal will be reviewed by the Annual Meeting Program Committee to determine if 1) it is continuing to fulfill the needs of the Academy's Annual Meeting attendees; and 2) it is attracting reasonably sized audiences.
- All proposed symposia must be submitted electronically to the Academy office (ewashburn@aao.org). After reviewing the proposal, Academy staff and/or the Committee liaison may contact the subspecialty society with any proposed changes.
- If there are changes, the subspecialty society will submit a revised symposium to the Annual Meeting Program Committee.
- The Annual Meeting Program Committee will meet via conference call in December to approve the final proposal.
- Academy staff and/or the Committee liaison will contact the program chairperson following the conference call meeting with any final revisions and approval to proceed with contacting speakers for verbal commitment as soon as possible.
- The program chairperson will submit the final symposium to the Academy office.
- Academy staff will determine the time, date, and room location for each symposium. Due to space restrictions, the Annual Meeting Program Committee may recommend that a symposium be scheduled over the noon-time hour or in a smaller session room. Confirmation notices will be sent to each speaker with the logistics of the program.

VIII. Format of Symposium Schedule

The Annual Meeting Program Committee encourages a symposium format that is not only educational, but also stimulates attendee interest. Examples might include a point/counterpoint debate format, the use of panels to discuss presentations, or the use of hypothetical cases as a means to present different management alternatives. Sample symposia formats are included below.

When creating a schedule for the symposium, outline the time when each presentation should be made, including introduction, presentation of awards, summary, etc. Include the title of each presentation, and the name, city and state of each speaker and alternate speaker. Indicate the alternate speaker with the word “alternate” in (). Start the session at 0:00 o’clock. Using a 60-minute hour, the second hour should begin at 1:00. Note the ending time of the session.

For example:

- 0:00 Introduction
Robert S. Smith, MD, Salt Lake City, UT
- 0:02 Strabismus Surgery
James J. Jones, MD, San Francisco, CA
Joseph Kane, MD, Philadelphia, PA (alternate)
- 0:12 Cataract Surgery
Bill Johnson, MD, Houston, TX
George McCann, MD, New York, NY (alternate)
- 0:22 Retina Surgery
William Casey, MD, Portland, OR
Richard Doe, MD, Baltimore, MD (alternate)
- 0:32 Glaucoma
Mary Smith, MD, Kansas City, KS
John Holmes, MD, Las Vegas, NV (alternate)
- 0:42 Cornea
Jack Felton, MD, Miami, FL
James Bash, MD, Madison, WI (alternate)
- 0:52 Uveitis
Dan Johnson, MD, Los Angeles, CA
Irene Harris, MD, Boston, MA (alternate)
- 1:02 Summary
Robert S. Smith, MD, Salt Lake City, UT
- 1:05 End of Session

IX. SAMPLE SYMPOSIA FORMATS

Sample 1: Hypothetical Cases

10:30 Introduction

Case 1 Low hyperopia. 52 year old +2.00 + 1.00 x 90

10:35 RLE with Accommodating IOL

Michael Colvard, MD, Encino, CA, eyecolvard@earthlink.com

10:40 RLE with Multifocal IOL

Guy E. Knolle Jr, MD, Austin, TX, gknolle@sbcglobal.net

10:45 RLE with Monofocal IOL

Samuel Masket, MD, Los Angeles, CA, avcmasket@aol.com

10:50 Hyperopic LASIK or PRK

Douglas D. Koch, MD, Houston, TX, dkoch@bcm.tmc.edu

10:55 Phakic IOL

Richard L. Lindstrom, MD, Minneapolis, MN, rlindstrom@mneye.com

Case 2 High myopia. 28 yo -9.00 D

11:00 Peripheral iris fixated IOL

Kerry Assil, MD, Santa Monica, CA, kassil@assilsinskey.com

11:05 ICL

Emanuel Rosen, MD, Manchester, England, Erosen9850@aol.com

11:10 AC IOL

Stephen S. Lane, MD, St. Paul, MN, sslane@AssociatedEyeCare.com

11:15 LASIK

Elizabeth A. Davis, MD, Minneapolis, MN, eadavis@mneye.com

11:20 PRK/ LASEK

Dimitri T. Azar, MD, Boston, MA, dazar@meei.harvard.edu

Case 3 Dry Eye, low hyperopia 37 yo + 1.25 hyperopic female with TBUT of 5 seconds

11:25 LASIK

Eric D. Donnenfeld, MD, Rockville Ctr, NY, eddoph@aol.com

11:30 PRK

Helen K. Wu, MD, Boston, MA, helenkw@aol.com

11:35 Phakic IOL

R. Doyle Stulting, MD, PhD, Atlanta, GA, ophtrds@emory.edu

11:40 CK

Marguerite B. McDonald, MD, New Orleans, LA, margueritemcdmd@aol.com

Case 4 Post cataract surgery 70 yo with unplanned +2 D of hyperopia following cataract surgery:

11:45 IOL exchange

David F. Chang, MD, Los Altos, CA, dceye@earthlink.net

11:50 Piggyback

I. Howard Fine, MD, Eugene, OR, hfine@finemd.com

11:55 CK

Louis D. Nichamin, MD, Brookville, PA, nichamin@laureleye.com

12:00 PRK or LASIK

Steve Slade, MD, Houston, TX, sgs@visiontexas.com

12:05 END OF SESSION

Sample 2: Point/Counterpoint Debate

- 2:00 Introduction
Steven C. Schallhorn, MD
- 2:03 Presbyopic Lens Exchange for High Myopia: A Great Solution for a Dual Problem
Randy Olson, MD, Salt Lake City, UT
- 2:11 Presbyopic Lens Exchange for High Myopia: The Risks of Retinal Detachment and Other Complications Are Too High
Jorge L. Alio, MD, PhD, Alicante, Spain
- 2:19 Rebuttal: Presbyopic Lens Exchange Is a Good Deal
- 2:22 Rebuttal: Presbyopic Lens Exchange Is Too High a Risk
- 2:25 Customized Ablation: The Cost and Benefit Aren't Worth It
John Kanellopoulos, MD, Athens, Greece
- 2:33 Customized Ablation: Visual Quality Is Much Better
Francesco Carones, MD, Milan, Italy
- 2:41 Rebuttal: Customized Ablation Isn't Worth the Cost and Time
- 2:44 Rebuttal: Customized Ablation Is for Every Market
- 2:47 Barraquer Lecture Introduction
James Salz, MD
- 2:49 Barraquer Lecture: Hyperopia Challenge
Carmen Barraquer, MD - Bogota, Columbia - rodbar@cable.net.co
- 3:09 Award Presentation
James Salz, MD
- 3:10 Femtosecond Flaps: Much Better With Fewer Complications
Perry Binder, MD, La Jolla, CA
- 3:18 Femtosecond Flaps: Too Expensive and Time-Consuming Without Significant Benefit
Richard Lindstrom, MD, Minneapolis, MN
- 3:26 Rebuttal: Femtosecond Laser Flaps Are the Procedure of Choice for LASIK Flaps
- 3:29 Rebuttal: Traditional Microkeratomes Yield Equally Good Results at Less Expense
- 3:32 Conclusions
Terrence P. O'Brien, MD
- 3:33 END OF SESSION

X. Appendix: Criteria for Establishment of New Named Lectureship at the Annual Meeting of the American Academy of Ophthalmology

1. The lectureship must be sponsored by a recognized organization in ophthalmology.
2. Only one lectureship per organization is allowed.
3. The lectureship may occur only in jointly sponsored symposium of that organization, which may result in less time for that symposium.
4. The establishment of a new lectureship should be at no cost to the American Academy of Ophthalmology.
5. The establishment of a new lectureship must be approved first by the Annual Meeting Program Committee and then by the Academy's Board of Trustees.
6. The individual for whom the lecture is named should not be a member of the Academy's Board of Trustees or a sitting member of the governing body of the sponsoring organization.
7. The organization sponsoring the lecture should document that at least a majority of the membership is supportive of this named lecture by virtue of a formal vote.