

Semiannual Report Guidelines for Council Organizations

Instructions

- 1) Submit one report for your organization **via email** to council@aao.org.
- 2) Submit your report **no later than Sept. 1.**
- 3) Reports will be included in the Q3 Council Newsletter

Semiannual Report TEMPLATE

Organization Name:

Councilor(s): List names of councilors

1. Governmental Activities

Examples: Lobbying efforts, legal actions, regulatory issues, political action (PAC), legislative meetings

- List activities in bullet form

2. Socioeconomic Activities

Examples: Third-party payer liaison and reimbursement issues, managed care advocacy

- List activities in bullet form

3. Public Service Activities and EyeCare America Activities

Examples: Diabetes or glaucoma initiatives, patient screening, National Eye Care Month

- List activities in bullet form

4. Membership Activities

Examples: Member-recruitment programs, newsletters, journal

- List activities in bullet form

5. Annual Meeting and Educational Activities

Examples: Clinical and scientific session, symposium, workshops, speakers. Address meetings canceled, postponed or converted to virtual due to COVID-19.

- List activities in bullet form

6. Other Activities (not mentioned elsewhere)

- List activities in bullet form

7. Major Initiatives for the Year

- List initiatives in bullet form