Semiannual Report Guidelines for Council Organizations

Instructions

1) Submit one report for your organization via email to council@ao.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