



SCIENTIFIC MEETING ORAL ABSTRACT PRESENTER AGREEMENT

Thank you for accepting ASCCP's invitation to participate in the upcoming CME activity, **ASCCP's 2021 Virtual Scientific Meeting on Anogenital & HPV-Related Diseases** starting in April 2021. This document serves as an agreement between Scientific Meeting oral abstract presenters and ASCCP. Information about the activity and details of the commitment are outlined below.

REGISTRATION

Oral presenters will receive free registration and will be registered automatically by ASCCP.

PRESENTATIONS

Oral Presenters

Presenting Authors who will be speaking at the meeting are required to:

- Create their lecture(s) using the official ASCCP 2021 PowerPoint template, which will be provided by ASCCP staff (*speaker hereby grants to ASCCP the non-exclusive rights to access, use, and copy all such original materials contained therein, in perpetuity*)
- Deliver final lecture(s) to ASCCP to be reviewed to ensure ACCME accreditation compliance **by February 15, 2021.**
- Complete a formal COI
- Be available to pre-record your presentation (10-15 minutes in length) through our virtual platform. Date/Time of recording is TBD from mid-late March.

All lectures presented at ASCCP meetings are also shared with participants as a PDF on the virtual meeting platform.

DISCLOSURES

All oral presenters are required to submit all relevant conflicts of interest to ASCCP for review and, if necessary, resolution. Failure to disclose or to respond in a timely manner will result in disqualification from participation in this CME activity. A disclosure form will be sent out by ASCCP staff prior to the activity.

All presentations are required to be free of commercial bias, and any information regarding commercial products/services is to be based on scientific methods generally accepted by the medical community. When discussing therapeutic options, a speaker may only use generic names. If it is necessary to use a trade name, those of several companies should be used. Further, if the presentation(s) should include discussion of unlabeled or investigational use of a commercial product, the speakers are required to disclose this information to the participants. Employees of commercial interests cannot present per ACCME.

Note: As an accredited provider of education, ASCCP requires sufficient time to review and approve all content contributions made by a speaker. Therefore, if you are serving as a speaker at the 2021 Scientific Meeting, adherence to the content submission deadlines is imperative. Once lectures are approved, no changes are allowed.

TRAVEL POLICY

Travel is not covered for abstract presenters at this meeting. Presenters will not receive an honorarium for speaking at this meeting.

AUDIO & VIDEO CAPTURE

Video and photographs taken at the Scientific Meeting may be used in future ASCCP marketing, promotions, advertising, and social networking campaigns.

INCLUSIVE LANGUAGE

The ASCCP is committed to upholding the highest standards of excellence in an academic community. The ASCCP is enriched by valuing diversity, which encompasses recognizing and supporting the experiences, identities, ideas and perspectives of individuals from all groups of people including those of different age, socioeconomic status, ability/disability, ethnicity, race, gender, gender identity, sexual orientation, culture, or any other identity and experience. To promote these values, the ASCCP is committed to using inclusive language that is sensitive to differences; avoids prejudice, stereotypes and discrimination; and avoids the exclusion of some individuals from being seen as part of a group. The use of inclusive language promotes respect for all people and avoids confusion and the promotion of false ideas. ASCCP publications and presentations should be free from bias, for example, using “chair” or “chairperson” instead of “chairman.” Language should include gender-inclusive descriptions of people when referring to individuals undergoing cervical cancer screening and management (for example, “people who have a cervix” rather than “women”). For further guidance on the use of inclusive language, you can find ASCCP recommended resources [HERE](#).

MEETING CONDUCT EXPECTATIONS

The ASCCP is committed to ensuring that our members act respectfully and with civility during our annual Scientific Meeting, the social events we sponsor, and in the conduct of our professional lives. We hold ourselves to the highest standards of decorum and aspire to be leaders who value fair treatment of others and have high regard for the differences that we each bring to this meeting and to our workplaces, as well as to the world that we share. We will not tolerate acts of bullying, discrimination or harassment of any kind. During our meeting please carefully consider your speech and actions, to protect each other from demeaning, discriminatory, or harassing behavior and language.

If you are being harassed at this meeting, notice that someone else is being harassed, or have related concerns, please contact any member of the ASCCP staff or Board immediately.

FACULTY ACCEPTANCE

By accepting to speak at the ASCCP 2021 Scientific Meeting on Anogenital and HPV-Related Diseases, I acknowledge that I have read and agree to follow all expectations outlined in the Scientific Meeting Oral Abstract Presenter Agreement above.