



**APRIL 14, 2020** - EMS Financial Symposium | **APRIL 15-17, 2020** - National EMS Safety Summit

## ***National EMS Safety Summit***

***Embassy Suites by Hilton- Denver Downtown Convention Center  
1420 Stout St., Denver, Colorado 80202  
Crystal Ballroom***

***April 14-17, 2020***

## ***Mile-High RETAC Speaker Agreement***

***On Behalf of the National EMS Safety Summit  
EMS Financial Symposium***

**Speaker Name for Agenda:**

**Course Title for Agenda:**

**This Professional Services Agreement** is entered into by and between The Mile-High Regional Emergency Medical and Trauma Advisory Council and Mile-High RETAC Foundation both referred to as "MHRETAC" and \_\_\_\_\_ "Speaker".

**Whereas**, MHRETAC needs professional services for Continuing Education, "CE" programs and events provided to healthcare professionals of Colorado; continuing education credits may include CEU's for EMS;

**Whereas**, Speaker is duly qualified to speak and present at CE programs and events;

**Therefore**, in consideration of the mutual agreements set out below, the parties agree as follows:

### Per Diem Rates

This National EMS Safety Summit this year is funded by various sources. Since funds are limited, we are following the Colorado per diem rate for meals. Reimbursement for meals will be as follows.

Meals will only be reimbursed at a per diem rate as follows:

The 2020 per diem rate for Denver, Colorado is \$76/day

Breakfast-\$18

Lunch-\$19

Dinner-\$34

Incidentals-\$5

First and Last Day of Travel- \$57

### Compensation

The parties agree that any compensation will be prearranged with Shirley Terry, Executive Director, MHRETAC.

Honorarium agreement is as follows: \_\_\_\_\_  
\_\_\_\_\_

### Allowable Reimbursement Table:

First Day of Travel Per Diem- \$57

Per Diem During Conference- \$39/Day- Breakfast and lunch are provided along with two breaks during the conference

Last Day of Travel Per Diem- \$57

Total Per Diem Requested \$ \_\_\_\_\_

Projected Airfare \$ \_\_\_\_\_

Total Honorarium \$ \_\_\_\_\_

Projected Total Reimbursement \$ \_\_\_\_\_

Lodging will be provided directly by the conference- dates of lodging requested  
\_\_\_\_\_

Please send me your projected total reimbursement using the above calculations

### Speaker Duties

Speaker agrees to the following in providing professional speaking services to the MHRETAC.

1. Speak and present at the National EMS Safety Summit a CE presentation (the "Presentation") offered by the MHRETAC.
2. Be available to speak and present at the Embassy Suites by Hilton-Denver Downtown Convention Center on April \_\_\_\_\_, 2020.
3. Comply with all State and Federal laws.
4. Provide contact information while traveling (cell phone).

5. Provide **your own computer** for presentations with videos and graphics. There are too many problems with changing from MAC to PC with large presentation files.

### **MHRETAC Duties**

1. Will provide audio visual support in terms of screen and microphone
2. Reimburse speakers for reasonable expenses once the expenses are received and approved by Shirley Terry.

### **Other Affiliations or Arrangements**

MHRETAC strives to insure balance, independence, objectivity and scientific rigor in all its individually sponsored or jointly sponsored educational activities. All speakers participating in a CE Presentation are required to disclose to the MHRETAC and the audience any significant financial interest or other relationship currently in effect, or in effect within the last twelve (12) months, with: (1) the manufacturer(s) of any commercial products(s) and/or provider(s) of commercial services discussed in an educational presentation; and (2) any commercial or non-commercial supports of the CE Presentation. (Significant financial interest or other relationship includes, but is not limited to, grants, research support, employment, independent contractor relationship, consulting, major stockholder, member of speaker's bureau, etc.) The intent of this disclosure is not to prevent a speaker with a significant financial or other relationship from making a presentation, but rather to provide the audience with information on which they can make their own judgments. It remains for the MHRETAC and audience to determine whether the speaker's interests or relationships may influence the Presentation with regard to exposition or conclusion.

Speaker agrees to inform MHRETAC of any affiliation or arrangement that qualifies as a significant financial interest or may present a conflict of interest to Speaker's performance of services under this Agreement.

At the beginning of the Presentation, Speaker agrees to disclose to the audience any significant financial interest or other arrangement that may be perceived as a conflict of interest. Speaker further agrees to avoid any commercial bias when presenting information about therapeutic products. In the event Speaker discusses or presents an unlabeled use of a commercial product or an investigational use not yet approved for that purpose, then Speaker shall disclose that the product is not labeled for such use or that the product is still under investigation.

### **On-line Hotel Reservations**

Be sure to mention the National EMS Safety Summit when you reserve your hotel room by calling **303.592.1000** or online through the Embassy Suites by Hilton's link listed on the website.

The discounted rate is \$195++ per night. Be sure to check for any cancellation and early departure fees. Two room nights per speaker unless other arrangements are made with Shirley Terry.

I will provide the names of speakers that will go on my room block but you need to book your own hotel room.

### **Reimbursement of Reasonable Expenses**

MHRETAC will further reimburse Speaker's reasonable travel, per diem and lodging expenses incurred in connection with the CE Presentation. Speaker will submit complete and accurate receipts documenting allowable expenses incurred in providing services pursuant to this Agreement.

No car rentals will be reimbursed without previous arrangements with Shirley Terry.

**Speaker Signature**

\_\_\_\_\_ **Date** \_\_\_\_\_

**MHRETAC Signature**

\_\_\_\_\_ **Date** \_\_\_\_\_

