

AEFP 47th Annual Conference

Hilton Denver City Center - Denver, Colorado
March 17-19, 2022

We are looking forward to welcoming everyone to AEFP 2022! The safety and comfort of our members and attendees are of the utmost importance to us. We are working diligently to foster a safe and comfortable experience at our in-person convening in Denver, Colorado, March 17 – 19, 2022.

General Information

What participation options are available for AEFP 2022?

We will offer an in-person, place-based conference in Denver, Colorado on March 17 – 19, 2022. We recognize that some members are not ready for an in-person conference, so we are offering two alternatives. First, we will be live-streaming select sessions from the in-person conference. Second, we will offer a virtual convening (open to all conference registrants) on April 11 – 12, 2022.

- **In-Person Conference in March**

- To present during the in-person conference, you MUST attend in person.
- Virtual attendees can watch one of two breakout rooms from each concurrent session via live stream (up to 11 sessions could be watched by virtual attendees). NOTE: there is a conference fee for virtual attendance.
- We will live stream the general session for virtual attendees.
- The in-person conference includes poster sessions, paper sessions, policy talks, the general session, and special programming (such as a welcome breakfast, community group breakfast, trivia, and receptions).

- **Virtual Convening in April**

- The virtual convening will be comprised of one-hour paper or policy talk sessions and a virtual poster session.

We are considering the April virtual convening as an extension of the March in-person conference. A single registration will allow members to access both the March in-person conference and the April virtual convening. There is no differential rate for members attending *only* the March in-person conference or the April virtual convening.

Can I switch my presentation from in-person to virtual (or vice versa)?

The deadline to switch conference presentation modality was Monday, November 29, 2021. Unfortunately, we can no longer accommodate changes in presentation format.

Can I attend sessions from the in-person conference remotely/virtually?

- Virtual attendees can watch one of two breakout rooms from each concurrent session via live stream (up to 11 sessions could be watched by virtual attendees).
- We will live stream the general session.

Registration Details

	Student Members	Regular Members
Early Bird Rate (Sign up before 1/30/2022)*	\$270	\$460
Regular Rate (1/31/2022 – 2/26/2022)*	\$320	\$510
Late Rate (2/27/2022 – 3/6/2022)*	\$405	\$595
Virtual attendance only**	\$120	\$190
Single day in-person attendee***	n/a	\$210

*These rates include annual membership fee AND are required for all presenters/attendees at the March in-person conference in and the April virtual convening)

**The virtual attendance only rate is available for those who only attend (not present at) the live-streamed sessions during the March in-person conference or sessions at the April virtual convening. If you are presenting at either the March in-person conference or the April virtual convening, you must register for a regular registration rate.

***This rate does not include annual membership. It is only available to those a) attending the in-person conference for a single day and b) who are NOT presenting.

How do I register?

- Register via <https://aefpweb.org/membership>.
- Please note that registration will **NOT** be offered on-site.

March In-Person Conference Information

AEFP Registration Desk Hours

- Wednesday, March 16, 3 – 6 pm MST
- Thursday, March 17, 7 am – 4:30 pm MST
- Friday, March 18, 7 am – 4:30 pm MST
- Saturday, March 19, 7 am – 12 pm MST

Hotel Information

AEFP has a room block at the [Denver Hilton City Center](#). Rooms in the AEFP block are available for \$185 per night (plus taxes & fees).

Conference App & Conference Portal

We have two ways to connect with AEFP content: the AEFP2022 app and the AEFP2022 conference portal via Oxford Abstracts.

Download the AEFPP app on Google Play or the Apple Store by searching “AEFP”! When you download the app, you will be prompted to create an account. When creating your profile, you are not required to upload a photo (but please do so if you would like!). You will only need to log in one time. The app will be available 1 month before the conference.

Login to the conference portal, via the link below. You will need to log in with the same credentials you used to log in to Oxford Abstracts. For more information, review the conference portal guide (<https://aefpweb.org/aefp-2022-oxford-abstracts-conference-portal-guide>). Link to conference portal: <https://virtual.oxfordabstracts.com/#/event/2298/program>

Will a printed program be provided?

No, AEFPP is going green! We will not be providing a printed program this year. You can access the full conference schedule via the conference app or via the Oxford Abstracts Conference Portal (<https://virtual.oxfordabstracts.com/#/event/2298/program>)

What technology will be available in paper sessions & policy talks?

Each room will be equipped with:

- Laptop
- LCD projector and screen
- Note: we will not be providing audio

What is the suggested format for paper sessions?

Each paper session is scheduled for 90 minutes and comprises four papers. Below is our suggested format for sessions:

Introductions & welcome	4 minutes
Paper presentation 1	13 minutes
Transition to paper 2	1 minute
Paper presentation 2	13 minutes
Transition to paper 3	1 minute
Paper presentation 3	13 minutes
Transition to paper 4	1 minute
Paper presentation 4	13 minutes
Chair/Reactor reflections	3–5 minutes
Q&A	25 minutes
Wrap up	1 minute

What will virtual participation look like during the March in-person conference?

The general session and all concurrent sessions will be available via the conference portal. Registration is required to join the sessions (register and access Zoom links via the conference portal (<https://virtual.oxfordabstracts.com/#/event/2298/program>)).

The following sessions at the in-person March conference will be available to virtual attendees:

- General session (includes awards, acknowledgments, Presidential address, and keynote)
- Two paper panels for each concurrent session (11 concurrent sessions, for 22 total panels)

Can I present virtually during the March in-person conference?

AEFP will not be supporting virtual presentations at the in-person convening. Virtual presentations will be facilitated during the virtual convening on April 11 – 12, 2022.

What size poster should I have?

Poster boards will be 4 x 8 feet. We are suggesting posters up to 36 inches tall by 48 inches wide to ensure space on the board.

April Virtual Convening Information

When is the virtual convening?

#AEFP2022virtual will be hosted April 11 – 12, 2021.

How will I join sessions?

All sessions will be hosted via Zoom. You MUST be logged in to the OA conference portal to access the virtual sessions. Login via the conference portal (<https://virtual.oxfordabstracts.com/#/event/2298/program>).

What time zone is the virtual convening?

The virtual convening will run from 12 – 3 pm EST. The online program default display is set to MST, so will display from 10 am – 1 pm MST. However, you can select the time zone display for your program once logged in to Oxford Abstracts.

COVID-19 Guide

Are there vaccination requirements for in-person attendees?

All attendees are required to be vaccinated against COVID-19 (with case-by-case determinations for medical exemptions). Those who qualify for a medical or religious exemption will be required to submit a negative COVID-19 test no more than 24 hours before the start of their attendance at the event.

AEFP 2022 will be using Health Pass by CLEAR, which provides a secure, digital proof of COVID-related health insights via the free CLEAR mobile app. Before the conference, attendees will receive instructions on how to complete the vaccine verification process. View the AEFP 2022 CLEAR Vaccine Verification Guide & FAQs for more details and step-by-step instructions. Participants will **ONLY** receive a name badge or entry to the conference after completing the CLEAR vaccine verification process.

Which vaccines are acceptable?

All vaccines approved by the FDA and WHO will be considered acceptable. We will adhere to CDC guidelines for the definition of fully vaccinated. Find current guidelines on the CDC website: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/different-vaccines.html>

Who has access to my health information?

Your vaccination details or lab results are not provided to AEFP and are only utilized to generate a red or green Health Status for screening purposes. AEFP will receive your name, the Health Pass result (red or green), and the time that your pass was completed. The use of your data is governed by CLEAR's Member Terms and Privacy Policy: <https://www.eventfarm.com/privacy-policy>.

When do I need to complete the CLEAR vaccine verification process?

To expedite the check-in process, please complete the verification process by **Friday, March 11, 2022**. For those who are submitting a negative test instead of a vaccine, you will need to do so no more than 24 hours before the start of your attendance at the event.

What should I do before (and during) the conference?

All attendees must be CLEAR verified (fully vaccinated or a negative test – if you qualify for a medical or religious exemption).

Although not formally required, we ***strongly encourage*** ALL attendees to take a rapid test within 24 hours of the start of the conference. If you test positive, please DO NOT attend the conference but do contact AEFP staff. We also encourage you to bring rapid tests to the conference to test every day.

How can I share my comfort level with personal contact?

We will use a color-coded system to share people's personal preferences for physical contact.

- Green means comfortable with contact
- Yellow means please keep a moderate distance
- Red means please keep as much distance as possible, "let's wave at each other"

You can change your preference at any time during the conference by visiting the registration desk.

What if I start to feel ill before I travel to AEFP 2022?

AEFP asks that you not attend the conference if you are feeling ill. If you test positive for COVID within 10 days of the start of the conference, AEFP will provide a full refund for your conference registration OR accommodate a shift to virtual attendance. Proof of a positive COVID test is required for a refund.

What should I do if I start to feel sick at the conference?

If you do not feel well or are experiencing COVID-19 symptoms, please:

- Contact AEFP staff to let them know (lydia.ross@aefpweb.org OR 303.681.8695).
- Do NOT enter the conference.
- Utilize the [COVID Self-Checker](#).
- Get a COVID-19 rapid test (find a location here: <https://covid19.colorado.gov/testing>)
- Contact the front desk staff of your hotel to let them know so they can share isolation procedures.

Per the CDC (<https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>), you may need to self-isolate or quarantine:

- *Self-Isolation (potential exposure)* is a practice to separate those who are infected with COVID-19 from those who are not.
- *Quarantine (confirmed exposure)*
 - If you are vaccinated, you do NOT need to quarantine, UNLESS you experience COVID-like symptoms. You should still be tested 3-5 days after exposure.
 - If you are NOT vaccinated and you have been in close contact (within 6 feet of someone for a cumulative total of 15 minutes or more over a 24-hour period), then you need quarantine at your hotel or lodging at your own expense.

What if I test positive for COVID-19 during or after the conference?

If you test positive for COVID-19, please report it to AEFP staff (Lydia.Ross@aefpweb.org) and report your data here: <https://aefpweb.org/aefp-2022-covid-reporting-form>. Review guidelines from the state of Colorado about what to do if you test positive: <https://covid19.colorado.gov/isolation-and-quarantine>.

A confirmed case of COVID during the General Conference or within 14 days after the conference should be reported to info@aefpweb.org. AEFP will keep your name/identity confidential. We ask that people self-report if they become ill during the conference so we can closely monitor the situation during (and potentially after) the conference to ensure a safe environment for members/attendees. You should also report your positive COVID test to:

- Conference hotel so they can enact necessary protocols (if during the conference)
- Record this information in the CO Exposure Notifications System: <https://covid19.colorado.gov/Exposure-notifications>

By attending AEFP 2022, all attendees agree to the AEFP COVID-19 Policies and Procedures: <https://aefpweb.org/aefp-covid-19-policy-and-procedures>

What additional protocols will be in place for the in-person conference?

- Masks will be required in all conference spaces, except when eating or drinking
- Socially distant seating, when possible
- Color system to share comfort level with personal contact

What protocols will the hotel have in place?

- Hand sanitizer stations will be available throughout the conference areas.
- All hotel staff will be masked (note: there is not currently a vaccine requirement for workers in Denver or for Hilton Denver City Center employees).
- Shields/guards/gloves at all food and beverage stations.
- Daily cleaning of all meeting rooms.
- The Hilton Denver City Center will adhere to all public health orders from the city and county of Denver (denvergov.org).
- As of December 2021, masks are required by hotel guests and staff in public spaces.

What is Colorado's Notification Exposure system?

CO Exposure Notifications is a free and voluntary service developed in partnership with Google and Apple that can notify users of possible exposure to COVID-19. The app uses Bluetooth data on your phone to track meaningful contacts. You must opt-in to participate in this service: <https://covid19.colorado.gov/Exposure-notifications>. We encourage all attendees to sign up and participate in this free, voluntary service.

Media Policy & Code of Conduct

Media policy

In all sessions, each presenter is responsible for indicating whether their work may be cited, tweeted, photographed, recorded, or otherwise disseminated. Similarly, questions from the floor or other session dialog may not be disseminated without explicit permission. All presentations are assumed to be off the record unless the presenter otherwise specifies.

Audience members are expected to respect each author's policy and act accordingly, as work may be embargoed. Audience members should be mindful of each author's policy, and act accordingly. The Annual Conference, networking and professional development events, and other AEFP-sponsored events are for AEFP members, and as such defer to each member's needs regarding outreach and embargoes of research.

Code of Conduct

All attendees agree to adhere to the AEFP Code of Conduct: <https://aefpweb.org/code-of-conduct>

Travel, Food, & Fun in Denver

AEFP heads back to Denver! In addition to beautiful views of the Rocky Mountains, Denver offers many opportunities for food, drink, culture, and entertainment. Learn about things to do in Denver (<https://www.denver.org>).

Transportation: There are multiple transportation options from the Denver (DEN) airport: <https://www.denver.org/about-denver/transportation/airport-info/>

Learn more about transportation in Denver: <https://www.denver.org/about-denver/transportation/>

Food: Learn more about some of the best local restaurants: <https://www.denver.org/food-drink/> and review recommendations from the Denver Hilton City Center: <https://aefpweb.org/denver-restaurant-recommendations>

Questions? Contact us at info@aefpweb.org or (303) 681-8695.