



# **Meeting and Workshop Endorsement Guidelines**

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The following guidelines must be followed in order to qualify for the consideration of the World Society for Reconstructive Microsurgery endorsement. A formal request must be submitted addressing the guidelines stated and your qualifications. The World Society for Reconstructive Microsurgery holds the right to revoke endorsement at any time. A WSRM endorsed meeting or workshop may display the WSRM logo and name as an endorser on all printed and electronic marketing material. All marketing material that includes the WSRM name or logo must be reviewed and approved by the WSRM. The WSRM WILL NOT endorse a meeting within the same region within one year of the biennial congress. The WSRM will ONLY endorse national meetings.

The Meeting and Workshop Endorsement Guidelines are as follows:

**MEETINGS:**

- 1- The meeting should be under the auspices or approved by the National Society of that country
- 2- The meeting should be established (not a one-time only event)
- 3- The official language should provide accessibility to international participants to follow activities of the meeting
- 4- The meeting should have clear and specific objectives, which are not directed by an individual sponsor (i.e. product-specific meetings).
- 5- Any sponsors should understand that they are promoting a microsurgery meeting, and open and direct promotion would be discouraged. (Although an appropriate sponsor acknowledgement would be given)
- 6- There should be a minimum of 4 international speakers from outside the host country to be involved in the meeting.
- 7- The detailed program should be submitted for endorsement in advance (4-5 months)
- 8 – The Host or Chairman must be an active dues paying member of the World Society for Reconstructive Microsurgery
- 9 - The WSRM must be allowed and given sufficient time to give a presentation to the meeting attendees.

**WORKSHOPS:**

- 1- Workshops should be a course to teach practical skills
- 2- They must have close supervision on a relatively small number of delegates (i.e. about 1 to 4 ratio)
- 3- The major language must be indicated when advertising the workshop
- 4- There must be at least one tutor from another country, other than the host country
- 5- The workshop should not be product-specific or arranged/supervised by a company
- 6- A detailed program should be submitted for endorsement in advance (4 months)
- 7 - The program of the workshop has to include some lectures and at least 2 lecturers must be from outside the organizing country.
- 8 – The Host or Chairman must be an active dues paying member of the World Society for Reconstructive Microsurgery
- 9 - The WSRM must be allowed and given sufficient time to give a presentation to the meeting attendees.

Upon acceptance, the meeting organizer will receive a specimen evaluation form for their meeting, to be filled in by all participants and returned to the organizer on receipt of the certificate at the end of the course/meeting/workshop. The organizer should prepare a short report from the results and submit the report and the results to the Secretary General of WSRM within a time limit (i.e. 3 months). The organizers will be able to indicate WSRM endorsement on their certificate and program. It should be made clear that the certificate is for attendance, not competence, particularly for workshop participation.

## **WSRM-PRESYMPOSIUM**

1. Must be organized jointly with WSRM in its content and speakers
2. If there is a separate registration fee, 10% of gross collected fee will be donated to WSRM
3. If there is no separate registration fee, \$2000 will be donated to WSRM unless negotiated in advance.

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