

# REGIONAL MEETING OBJECTIVES

## Regional Meeting Objectives:

1. Provides additional value to membership - besides national meeting
2. Allows platform for networking - can boost membership locally
3. Educational for attendees (new)

## Regional Meeting Set-Up:

1. Contact the UAPA Executive Office to let them know you will be holding a regional meeting. They will send you an official UAPA Sign-in Sheet
2. Contact a local Pharma/Device/Diagnostic representative that you have an established relationship with
3. Explain to them that you want to have them sponsor a regional meeting for UAPA (they are typically very excited to do this!)
4. Select a date/time/location that works (centrally located in your geographic area)
5. Formulate a list of contact information for all APPs in Urology in your area
  - a. Also lean upon the REPs to provide names, numbers and email addresses as they see so many providers on any given day- their database is VAST
6. Rep should generate invite and help with dissemination of the invite

## Format Options for Regional Meeting:

- Cocktails - meet and greet
- UAPA Regional Sign-in sheet (separate of sponsoring Rep sign-in)
- Formal introduction of speaker/sponsoring company/UAPA- usually done by the rep, but can be done by local UAPA leader
- Dinner program by rep sponsored speaker
- Brief presentation by local UAPA leader
  - UAPA Regional Meeting Slide Deck (if no Journal Club)
  - Journal Club style
    - Assign an article for all to review- leader can present article- open for discussion and questions OR
    - Assign an article to each of 1-3 other people to review and present their takeaways to the group- followed by discussion
  - Other presentation- per discretion of UAPA leader (controversial topics, interesting cases, etc)
  - Highlight UAPA membership, annual meeting, upcoming local URO specific meetings
  - Invite to next UAPA regional meeting
  - Highlight things going on within UAPA- i.e. new website, social media (#UAPA, etc), elections, etc.
- Meeting adjourns

## Post Meeting:

- Email the UAPA Executive Office the meeting Sign-in Sheet