The American Academy of Orthopaedic Surgeons (AAOS) is pleased to welcome media to its 2016 Annual Meeting in the West Building of the Orange County Convention Center, 9800 International Dr. in Orlando, Fla.

The AAOS Annual Meeting will be held from 8 a.m. Tuesday, March 1, through 5:30 p.m. on Saturday, March 5, 2016. The meeting offers hundreds of symposia, scientific papers and sessions, posters and technical exhibits, as well as press releases, media highlights and expert roundtable sessions.

PRESS CREDENTIALS
The Annual Meeting is a private meeting of the AAOS and the granting of media/press credentials is at the sole discretion of the AAOS. Press badges are available only to media who are working for and representing a recognized news organization, and who can show evidence that their attendance will result in coverage of orthopaedic news in print, broadcast or online media.

To obtain press credentials prior to the meeting
We ask that all media pre-register online by Feb. 15, 2016. To complete the registration, you will need:
1. A business card certifying you are a member of the working press.
2. A bylined sample of your work (clearly denoting a byline by the registrant) in English.
3. A letter of assignment, if you are a freelancer.
4. Contact information and signature on online registration form.

To obtain a press badge on-site in Orlando you will need:
1. A government-issued photo identification, such as a driver’s license or passport, and media identification/credentials certifying that you are a working member of the print, broadcast or electronic media.
2. A letter of assignment if you are a freelance writer.
3. Bylined work samples (clearly denoting a byline by the registrant) in English.

Badges can be picked up in the AAOS Press Office at the Annual Meeting, in room 222 of the West Building of the Orange County Convention Center.

The AAOS has the right to inspect the credentials of anyone registering as press and reserves the right to refuse to register any individual as media.

Ineligible registrants
AAOS is unable to issue press badges to:
- Publishers or a publication’s advertising, marketing, public relations or sales representatives, or AAOS members.
- AAOS members.
- Industry and exhibitors, including corporate press officers and their public relations consultants.
- Financial or business analysts.
- Non-reporting management personnel from trade media.
- Publishers, editors or reporters from industry in-house publications or promotional publications.
- Writers creating analyses or financial reports sold as a commodity to customers.
- Family members of the working press;
- Other individual reporters who are not actually reporting on the meeting
- Companies that produce Continuing Medical Education (CME) content, or its international equivalent.

COVERAGE AND ACCESS TO SCIENTIFIC PRESENTATIONS
Meeting materials are available at www.aaos.org/annualmeeting, and an online press kit will be available a week before the meeting at http://www.aaos-annualmeeting-presskit.org.

Media may cover scientific paper presentations, scientific symposia and instructional courses during the AAOS Annual Meeting. Press representatives also have access to the technical exhibit hall as well as the poster and scientific exhibit areas. Certain symposia or instructional courses may require a ticket, which can be obtained on-site at the meeting from the AAOS staff in the Press Room. The AAOS has the right to restrict press attendance at any educational session. In such cases, registered press will be notified in advance.
Media are prohibited from attending AAOS business/operational meetings, including board of directors, advisory board, council, committee, task force and any special meetings/forums of the AAOS membership.

**Embargo times and copyright transparency**
Unless otherwise stated, the official release time for material is the date and the start time of the educational session. Unless otherwise stated, the opinions and information presented in any educational session, interview or conversation are strictly those of the individual and do not represent the opinions of, or an endorsement from, the American Academy of Orthopaedic Surgeons.

We ask that the American Academy of Orthopaedic Surgeons be credited in the news story as the event occurred at, or the research was presented at, the Annual Meeting.

**Disclosure**
The AAOS requires speakers to disclose all relevant personal/professional relationships and any unapproved or 'off-label' uses of medical devices that they discuss, describe or demonstrate during their presentations. Every press release also includes specific disclosure information on study authors and quoted experts.

**Expert roundtable discussions**
AAOS will offer roundtable discussions, featuring one or two experts who are presenting news during the meeting or who have key insights on orthopaedic topics of interest to the media and the public. Roundtable discussions, held in the Media Conference Room (adjacent to the Press Room), are informal, small group sessions that allow journalists to learn about specific presentations and ask questions of expert orthopaedic surgeons.

The expert roundtable schedule, including topics, times and presenters, will be distributed to registered media prior to the start of the Annual Meeting, posted in the AAOS’s online press kit, and available in hard copy form in the Press Room. Media can sign up in advance of the meeting, or on-site during the Annual Meeting. If interest exceeds seats for each session, a second session may be scheduled, pending the expert’s availability.

**Video and audio recording, photos and graphics**
Videotaping and/or photographing scientific material, including the use of digital cameras and camera phones, is prohibited in the technical exhibit hall, the poster exhibit area, and scientific sessions.

AAOS Public Relations staff must grant permission for videotaped interviews at the Annual Meeting, which must take place within a designated area of the Press Office or Media Conference Room. A sign-up sheet will be available in the Press Office to reserve a videotaping time slot, limited to one hour, and available on a first-come, first-served basis.

Audio recording can be used for personal use only, such as gathering background information for a story. Registered press must secure permission from interviewee before recording.

If you would like to videotape an expert roundtable, please notify the AAOS Public Relations Department, on-site in the Press Office, in writing within 24 hours of the presentation. Approval must be given by all participating roundtable presenters before permission can be granted. If you would like photographs of the exhibit floor, you must make a request in writing to the press office, and it will be supplied to you in a downloadable format.

To help maintain their eligibility for peer-reviewed journal publication, some researchers may not want to make their full studies public knowledge. Credentialed media who want to use graphs or other visuals to illustrate coverage must have the presenter’s permission. Press Room staff will assist with obtaining permission to the extent possible.

**VIOLATION OF AAOS PRESS GUIDELINES**
Press covering any session at the Annual Meeting must observe rules outlined above. Any individual with a press badge who violates the AAOS’s press registration guidelines will immediately forfeit their press credentials, may be asked to leave the meeting and/or be banned from future meetings.

Specifically, members of the press are considered to be in violation of the AAOS’s policy if:
- They sell, market or represent a company for the purpose of obtaining advertising or subscriptions from any registrant or exhibitor.
American Academy of Orthopaedic Surgeons (AAOS)
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- They secure a press badge for the express purpose of marketing a product or service displayed on the AAOS’s exhibit floor.
- They are found to have misrepresented themselves (i.e., name, editorial title and/or media affiliation) upon checking in to secure press credentials to cover the meeting.
- They secure a press badge for the purpose of developing CME materials from any AAOS Annual Meeting 2016 educational session.

All matters and questions not covered by these press guidelines are subject to the decisions of the AAOS. Should the AAOS have reason to suspect that press guidelines are being violated, the AAOS reserves the right to confiscate any such articles (e.g., recording devices or cameras) and/or eject any member of the media.

PRESS ROOM LOCATION, HOURS AND REFRESHMENTS
The AAOS 2016 Annual Meeting Press Room is located in room 222, in the West Building of the Orange County Convention Center, and will be open for registered press use:

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
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<tbody>
<tr>
<td>Tuesday, March 1</td>
<td>8 am – 6 pm</td>
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<tr>
<td>Wednesday, March 2</td>
<td>7 am – 6 pm</td>
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<tr>
<td>Thursday, March 3</td>
<td>7 am – 6 pm</td>
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<tr>
<td>Friday, March 4</td>
<td>7 am – 6 pm</td>
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<tr>
<td>Saturday, March 5</td>
<td>8 am – 5:30 pm</td>
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Breakfast, lunch and beverages will be served Tuesday through Friday in the Press room. On Saturday, coffee, tea and pastries will be available.

*If you have questions about these guidelines, please contact the AAOS Public Relations Department at media@aaos.org or 847-384-4036.*