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Constitution DC Caregivers Conference 4/14/94

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Eric T. Moolchan, M.D.
Principal Investigator

Valerie W. Dargan, Ph.D.
Project Director



URGENT MEMORANDUM

MAR 30 1994

TO: Kristine Gebbie, R.N., M.N.
FROM: Eric T. Moolchan, MD 
SUBJ: Final Guest Speaker Arrangements
DATE: March 24, 1994

Thank you for consenting to participate in our annual HIV/AIDS symposium. Your expertise and generosity assure a successful program. As we finalize arrangements for the symposium, we call your immediate attention to the items outlined below:

DC AETC SYMPOSIUM THEME: HIV/AIDS '94 Diverse Community - One Mission:
DC Caregivers Create Strength From Challenge

DATES: Thursday and Friday - April 14-15, 1994

MEETING LOCATION: The Grand Hyatt Hotel
1000 H Street, NW
Washington, DC 20001

YOUR SESSION:

DATE: April 14, 1994
TIME: 12 noon - 1:30 p.m.
TOPIC: Keynote Address - Support Networks

PARTICIPANT MATERIALS:

We are producing a **Symposium Manual** for on-site distribution to participants. We need you to forward your contribution to this document to our office by **March 28th.**

URGENT MEMO
DC AETC SYMPOSIUM SPEAKERS
3/24/94

The materials you submit should consist of:

- a detailed outline OR narrative summary of your presentation (not to exceed 4 pages). You may also include a list of recommended readings or resources relevant to your presentation topic.

NOTE: Please provide the text on a 3-1/2 inch disk in WP 5.1 or 5.0 software. If you are unable to provide a disk, please submit single-spaced, typed copy (Times/Roman 12-point font). Your full name, professional title, and the title of your presentation should appear in the upper left-hand corner of the first page of your materials.

SPEAKER DATA FORM

- Please complete and return the **Speaker Data Form** immediately, by faxing it to Stacy Green at (202) 806-4323. The form includes a space in which you may indicate your audio-visual requirements.
- The form also requests brief background information to be used to introduce you to your audience.
- We will audiotape and videotape several of the symposium sessions. Please sign the **Release Form** to permit your session to be among those to be eligible for this service.

CONTINUING EDUCATION CREDITS

We need your CV to complete the application process for Continuing Medical Education (CME) and Continuing Education (CE) accreditation. If you were a symposium faculty member last year, you may want to send us an updated CV; otherwise we will use the one we have on file. **PLEASE SEND CV's ASAP!!!**

We also need you to complete the **Conflict of Interest Declaration** to document the fact that there are no outside interests that are being served by your symposium presentation.

SYMPOSIUM REGISTRATION

On the day of your presentation, if your schedule permits, we are please to have you attend the entire day's program (including lunch) as a guest of the DCAETC. If you choose to attend the symposium on the day on which you are not presenting, please register for that day at the one-day rate of \$65.00.

THE WHITE HOUSE

WASHINGTON

Outline of comments by
Kristine M. Gebbie, R.N., M.N.
National AIDS Policy Coordinator

"HIV in the United States: The Critical Role of Support Networks"

before

HIV/AIDS '94 Diverse Community - One Mission: DC Caregivers
Create Strength From Challenge Symposium

April 14, 1994
Washington, DC

I. Role of networks in general

- A. Information
- B. Collaboration
- C. Support

II. Networks in HIV

A. Research

B. Services

C. Prevention

AG Community based research
San Francisco Model - attributed to several cities
broad system of pt centered care
formal network -
clearinghouse

III. Critical Issues in continuing

- A. Support for the network
- B. Questions of diversity
- C. Limits and boundaries
- D. When are there enough?

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June 6, 1994



JUN 10 1994

Kristine Gebbie, R.N., M.N.
National AIDS Policy Coordinator
Executive Office of the President
750 17th Street, N.W., Suite 1060
Washington, DC 20503

Dear Ms. Gebbie:

The leadership and staff of the DC AIDS Education and Training Center (DC AETC) express sincere appreciation to you for making a keynote luncheon presentation at our Annual Symposium, "HIV/AIDS '94 Diverse Community - One Mission: DC Caregivers Create Strength From Challenge", held on April 14-15, 1994 at the Grand Hyatt Hotel in Washington, D.C.

The Symposium was a great success and a building block for future symposia where a multidisciplinary and collaborative approach is used to educate health-care providers in HIV/AIDS. The program convened representatives of a multitude of organizations including the Executive Branch of the Federal Government, tertiary care institutions, and community based organizations. This was possible only through your commitment to and reputation for excellence in HIV/AIDS education and training.

Again, the DC AETC greatly appreciates your contribution and looks forward to working with you in the near future.

Sincerely,

Eric T. Moolchan, M.D.
Principal Investigator

THE WHITE HOUSE
WASHINGTON

February 3, 1994

Eric T. Moolchan, M.D.
D.C. AIDS Education and Training Center
2112 Georgia Avenue, N.W.
First Floor
Washington, D.C. 20060

April 19

Dear Dr. Moolchan:

This letter confirms the participation of Kristine M. Gebbie, National AIDS Policy Coordinator, at the "HIV/AIDS 94; Diverse Community, One Mission: D.C. Caregivers Create Strength from Challenge," on Thursday, March 17, 1994. Ms. Gebbie plans to arrive at 12:00 to deliver a keynote address over lunch.

Please call me at (202) 632-1090 with any questions or for further clarification. I am enclosing a biographical sketch and curriculum vitae for your reference.

Sincerely,

W. Steve Lee

W. Steve Lee, Executive Assistant
and Scheduler to the
National AIDS Policy Coordinator

Enclosures

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Valerie W. Dargatzis, Ph.D.
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January 24, 1994

Kristine M. Gebbie, R.N., M.N.
National AIDS Policy Coordinator
Executive Office of the President
750 17th Street, N.W., Suite 1060
Washington, D.C. 20503

Dear Ms. Gebbie:

We received your response to our invitation to the D.C. AIDS Education and Training Center Open House. Unfortunately, inclement weather on that day caused the closing of Howard University and the postponement of the Open House. We are tentatively rescheduling the Open House for May or June, when our greatest meteorological threat may be a spring shower instead of the recent frigid conditions. We will provide additional information on the Open House at a later date.

The purpose of this letter is to extend a personal invitation to you to deliver a keynote address at our Third Annual Spring Symposium, "HIV/AIDS '94; DIVERSE COMMUNITY, ONE MISSION: DC CAREGIVERS CREATE STRENGTH FROM CHALLENGE". The symposium is planned for March 17th and 18th at the Howard University Hotel and will include plenary and workshop sessions focused on the HIV/AIDS pandemic in general, and HIV/AIDS in the District of Columbia in particular. Our symposium audience will be composed of health care practitioners: physicians, physician assistants, dentists, dental hygienists, nurses, nurse practitioners, and mental health practitioners.

The DCAETC would like your talk to focus on "HIV in the United States" as a national issue. The suggested duration for your address is 20 - 30 minutes. To date, we have refrained from assigning a time for your address until you inform us of your preference. For your convenience, the reserved agenda time slots from which you may select are:

Thursday, March 17, 1994

9:15 am - 9:45 am
9:45 am - 10:15 am
12 Noon - 1:30 pm (Luncheon)

Friday, March 18, 1994

12 Noon - 1:30 pm (Luncheon)

Please feel free to contact me directly by Monday, January 31, 1994 regarding your availability to participate in this important event. We enthusiastically anticipate your presence at the symposium.

Sincerely,

Eric T. Moolchan
Eric T. Moolchan, M.D.

Valerie St. Dargan, Ph.D.
Valerie Williams Dargan, Ph.D.
(202) 806-4002

HOWARD UNIVERSITY
College of Medicine and Hospital
Office of Continuing Medical Education
(202) 806-5620
CONFLICT OF INTEREST DECLARATION

It is the policy of Howard University, College of Medicine and Hospital, Office of CME to insure balance, independence, objectivity, and scientific rigor in all its individually or jointly sponsored educational programs. All faculty participating in any Howard University sponsored programs are expected to disclose to the program audience any real or apparent conflict(s) of interest that may have a **direct bearing on the subject matter** of the continuing education program. This pertains to relationships with pharmaceutical companies, biomedical device manufacturers, or other corporations whose products or services are related to the subject matter of the presentation topic. The intent of this policy is not to prevent a speaker with a potential conflict of interest from making a presentation. It is merely intended that any potential conflict should be identified openly so that the listeners may form their own judgments about the presentation with full disclosure of the facts. It remains for the audience to determine whether the speaker's outside interests may reflect a possible bias in either the exposition or the conclusions presented.

CME PROGRAM: DC Caregivers Symposium

SPEAKER'S NAME: Kristine M. Gebbie
(Print or type.)

TITLE OF PRESENTATION: HIV in the United States: The Critical Role of Support Networks

1. I have no actual or potential conflict of interest in relation to this program.

Signature W. Steve Lee for Kristine M. Gebbie Date April 9, 1999

2. I have a financial interest/arrangement or affiliation with one or more organizations that could be perceived as a real or apparent conflict of interest in the context of the subject of this presentation.

<u>Affiliation/Financial Interest</u>	<u>Name of Organization(s)</u>
Grant/Research Support	_____
Consultant	_____
Speakers' Bureau	_____
Major Stock Shareholder	_____
Other Financial or Material Support	_____

Signature _____ Date _____

Your cooperation in complying with these guidelines is appreciated. Please complete, sign and return this form to the program director to the program, or to Office of CME, Howard University College of Medicine, 520 W Street, N.W., Washington, DC 20059.

SPEAKER DATA FORM

NAME: Kristine H. Gebbie

(Exactly as it should appear in print, including degrees.)

TITLE: National AIDS Policy Coordinator

Executive Office of the President

BUSINESS ADDRESS: 750 17 Th Street NW Suite 1060

Washington DC ~~20009~~ 20503

PHONE: 202 632 1090

PRESENTATION TITLE: HIV in the United States: The Critical Role

of Support Networks

HANDOUT ENCLOSED: ABSTRACT ENCLOSED:

BACKGROUND DATA FOR MODERATOR'S INTRODUCTION:

AUDIO VISUAL NEEDS: none

(Please call us immediately if you have any
special requirement.)

 Overhead Projector
 35 mm slide with remote

 Laser Pointer
 Easel with markers

SPECIAL CONSIDERATIONS: _____

WILL YOU BE JOINING US FOR LUNCH ? YES: ☒ NO: ☐

I hereby permit the DC AETC to videotape or audiotape my presentation at the Annual
HIV/AIDS Symposium on April 14-15, 1994.

W. Gene Lee for Kristine H. Gebbie
Signature

4/9/94
Date