**District Memo sent to District Officials on December 13, 2014**

Thank you for coordinating this upcoming year's District Meetings.  To assist you in answering that question and planning the NABP/AACP district meeting program, we recommend reaching out to last years' district secretary, treasurer and/or planning committee for any follow-up items or additional insight to the planning of these meetings, including room block for hotel contracting purposes, if not already secured.

For further preparation of the 2014 District Meetings, please find the following documents to help assist you in planning:

* District Meeting Guidelines document which is an important element to keep in mind when planning for programming content
* Memo for the District Meetings Resolution Background to NABP
* NABP/AACP District Meeting Schedule and Officers Contact list for 2014.  Please review this document carefully and let us know of any changes or updates you'd like incorporated.  This information will be posted on the NABP website in the near future.

In addition, we plan on reaching out to you soon to see if we can secure time for a brief conference call to address any items you may want to address that pertain to the planning of the district meetings.  Also, the Executive Committee approved table top space for district representation at the NABP Annual Meeting in May to display materials for your upcoming meetings.  We will have more information on the call about this and a possible session for District Meeting Officials at the Annual Meeting.

Please be advised that at the time of these meetings, President-elect Joseph Adams will then be NABP President and will be attending most of the district meetings and delivering the "NABP Welcome Report."  Once we get closer to the meetings a current biography will be sent to you for introductory purposes.  For those District Officials that are not familiar with the NABP Welcome Report or have not yet confirmed the schedule layout, this report is a form of "Welcome" to the boards and colleges, as well as a source of information for NABP's current affairs. It is ***strongly encouraged*** that this report be given in the beginning of programming on the first or second day of the meeting. If this is not possible, please contact us so we can schedule the report at an appropriate time.

In 2014, Districts 6 and 7 will need to hold nominations for the open positions on the NABP Executive Committee for the 111th Annual Meeting in May, 2015.  In the past, attendance has decreased by the last day of programming, therefore, we suggest holding the nomination process earlier in the meeting for those districts, perhaps at the first or second business session of the boards.  Candidate speeches will be presented at that time.  Please be sure to set ample time aside (**at least 1.5 hours**) for the nominations of the Executive Committee members and other conducted business during this session. NABP staff will be contacting the District Officials of those Boards holding nominations and coordinate the nomination process and materials needed.

Below are various timely topics that NABP suggests for programming in 2014.  Please feel free to contact us if you need recommendations of speakers that might be able to present on these topics:

* PMP InterConnect and NARxCHECK – Tools to Combat Drug Abuse
* Verified Pharmacy Program (VPP) – Uniformity Among the States
* Compounding/Manufacturing Practices – 797 vs. GMP.  Speaker recommendation:  Eric Kastango, CEO & President, Clinical IQ, LLC
* Interdisciplinary Patient Management – Team Approach

AACP suggested timely topics include:

* Introduction to the CAPE Outcomes (if your district did not cover this at your 2013 meeting)
* Serious Games:  Pipeline, PharmD and Post-graduate Learning (this relates to new models of teaching and learning)

For an updated listing of Deans, we suggest logging onto the ACPE website at [www.acpe-accredit.org/deans/schools.asp](http://www.acpe-accredit.org/deans/schools.asp)