



National Organization *of*
Rheumatology Managers

2018 Corporate Membership Levels

1121 Military Cutoff #337
Wilmington, NC 28405
910-520-0515



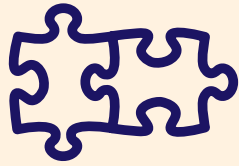
MISSION STATEMENT

To be a forum by which we promote and support education, expertise and advocacy for rheumatology practices and their patients.

OBJECTIVES

- Develop and maintain a forum for gathering, analysis and distribution of information pertaining to rheumatology practice administration.
- Promote cooperation, understanding and fellowship among its membership.
- Serve as a focus for the education of its members and the practices they serve.
- Be conscious of, and work toward, the resolution of problems confronting rheumatology medical practices.
- Serve as a conduit for communication with and through any organization providing rheumatologic care.
- Serve as a liaison between members who have special areas of expertise in rheumatology practice management, and those individuals/practices who are searching for this type of expertise.
- Through the education, support and mentoring activities of its manager members, enhance patient access to affordable, efficient rheumatologic care, and to enhance each member's ability to provide such care in his/her practice.
- Provide a forum for members to network with others whose knowledge base complements and/or enhances their own.

Value of NORM



Education

- Annual Conference (237 registered)
- Webinars (over 500 participants)
- Co-Pay Industry Spreadsheet
- Mentoring
- Document Library



Advocacy

- Town Halls
- Health Care Policy Page
- Industry Page



Patient Access

- Prior Authorization
- Step Therapy
- Co-Pay Cards
- PBMs



Networking

- 450 Members
- Community Forum
- Annual Conference

Hot Topics Discussed This Year

MACRA

- *MIPS Quality Measures*
- *MIPS Advancing Care*
- *MIPS Improvement Activities*

QRUR

JW Modifiers, Wastage & NDC
Number, Billing & Coding
Biosimilars



National Organization of
Rheumatology Managers



2017 ANNUAL REPORT

NORM was represented at the following meetings

- Association of Women in Rheumatology Meeting
- CSRO Fellows Conference
- CSRO State Society Advocacy Conference
- ACR Annual Conference
- Clinical Congress of Rheumatology
- California Rheumatology Alliance Meeting
- Georgia Society of Rheumatology Managers
- Kentuckiana Rheumatology Alliance
- Michigan Rheumatism Society Meeting
- New York State Rheumatology Society Meeting
- North Carolina Rheumatology Association Meeting
- Ohio Association of Rheumatology
- West Virginia Rheumatology Society

NORM Education Committee (NEC)

- Document Library of form exemplars for membership to adapt for their practice - updated
- NORM Education Portal updated
 - Rheumatology Disease Workbook
 - Practice Workflow Tool
 - Stop Correct Get Paid Tutorial
 - To Do or Not To Do - Ancillary Services
 - On-Boarding Provider & When to Bring them On

NORM Membership

- Has grown membership to over 450 members
- Mentoring new and current members
 - Including webinar on how to use new portal

NORM Board Members and NORM Members participated in the following WebEx Programs – Sponsored by NORM, Genentech, McKesson, ACR, DoctorsManagement

- Your Practice and The Medicare Patient: Considerations for Access
- Choosing the Right MIPS Reporting Option for Your Practice
- The Effects of Rising Healthcare Costs
- Navigating Denials and Appeals for Specialty Products

- Helping Patients Evaluate Health Insurance Options
- Patient Engagement
- Explore the Possibilities and Demonstration (RISE)
- Documenting Medical Necessity

NORM hosted the following Town Halls for our members:

- CMS Rheumatology specific webinar with a question & answer session and follow-up “Overview of the Merit-based Incentive Payment System (MIPS)”
- NDC Billing
- MIPS Implementation and Reporting

NORM AAPC CEU Webinars

In 2017, seven webinars were shared with NORM members as well as the Rheumatology Community at large. The webinars are hosted twice each time to ensure east coast and west coast members are able to participate. These webinars were presented in partnership with Crescendo Bioscience and developed and hosted by Acevedo Consulting. Over 400 people have participated in the six webinars series that have been held. The final webinar is scheduled for November 2017.

Topics covered in the webinars included:

1. February – Mastering Patient Flow (with Woodcock and Associates)
2. March – MACRA/MIPS Webinar
3. May – E/M Coding
4. July – Diagnostic Testing Compliance for Rheumatology
5. August - Infusion Billing and Coding
6. September - Rheumatology Modifiers Defined
7. November – Rheumatology Case Studies from an Auditor's Perspective

NORM will continue this series in 2018.

NORM 2017 Annual Conference

In September 2017, NORM hosted its annual meeting in Kansas City, MO. We had 210 attendees at the conference. There were seventeen (17) corporate members, eight (8) sponsors and twenty-three (23) exhibitors represented in the exhibit hall. Conference Guests of NORM were NICA, RNS, and Creaky Joints/Global Healthy Living. This year, NORM partnered with South East Area Health Education Center to provide eleven (11.5) contact hours to our attendees for their participation in the conference.

This year NORM sponsored the Forte Profile for all conference attendees. The Forte Profile looks at individuals’ strengths and their interpersonal communication style. The attendees completed the profile before the conference and then learned more about their strengths through a general session and two breakout sessions.

NORM 2017 Annual Conference CRHC Coding Test

In 2017, NORM partnered with AAPC to offer the CRHC coding test to our members and their staff as well as hosted local community AAPC members taking various coding exams. Between NORM members and community test takers forty (40) participants completed the five (5) hour live exam on Thursday, September 14. To help the NORM participants prepare, NORM sponsored nine and a half

NORM

hours of webinars as well as posted these on the NORM website along with other resources. NORM also prepared a resource guide and shared with our participants before the start of the webinars.

Plans to continue to support our members by providing the test, the study webinars, etc. in 2018.

NORM Services for Members

NORM hosts an active community forum which allows members to provide mentoring and support to each other leading to enhanced efficiency of care for patients. The community forum has 11 categories, 41 forums, and 279 thread. This updated resource allows members to search for previous post on a topic. NORM has developed a members' only portal that contains practice management resources for members. This membership portal hosts our document library (800 documents), access to webinars hosted and recorded in 2016 & 2017, our healthcare policy and industry policy information, our Hart Health Regulatory weekly updates, and many other items. With the assistance of our Corporate Members NORM is able to provide our membership a Grassroots for Advocacy PDF, MACRA and QRUR Factsheet and Checklist, Disease Training Video Primers, etc.

Our Education Committee (NEC) portal is also accessed through the membership portal and as of January 2018 their information will be migrated to the membership portal providing easy access. NEC has provided detailed educational PowerPoints on the following topics: Rheumatology Disease Workbook, Workflow Tools, Red Flags for Billing, Ancillary Services, and On-Boarding Physicians/Mid-Levels. The NEC portal also provides information on hot topics such as MACRA, HR, ICD-10, and the New I-9 Employment Eligibility Form.

NORM Ventures continues to partner with Metro Medical for our Cornerstone GPO for NORM members. NORM Ventures has also partnered with MedPro Disposal, Transperfect, and RxVantage to provide services for NORM Members. These opportunities are posted on our members' only page.

NORM is providing five (5) units of the Forte Profile to each practice. Within two weeks of the conference NORM provided over 80 units to practices. To ensure our entire membership benefits from the Forte profile NORM taped the general session and shared via the NORM membership portal and offered the profile to all members not just conference attendees.

NORM has developed, in coordination with Sage Island, a news blog that contains topics of interest to our members and followers. As October 1, 2017 NORM has provided 54 news blogs for our membership double what we were able to provide in 2016. Topics covered have included three ways to help patients adopt new technology, what makes a great practice manager, how to recruit new rheumatologist, and crafting an effective patient satisfaction survey. NORM also has a presence on twitter (@NORMGrp) and on Facebook. Our various social media platforms are used to quickly relay information to the public, advertise NORM board member activities, and publicize NORM events such as webinars and the annual conference.

NORM created an Industry Spreadsheet highlighting co-pay assistance programs and other support programs with links to each programs website to provide up-to-date information of Rheumatology practices.

NORM

At the 2016 Annual Conference, NORM began its *Take the First Steps to a Healthier NORM* campaign. NORM provided FitBit Charge HR to its members attending the conference. NORM has challenged its members to walk 1,000,000,000 steps by the 2017 conference. At the 2017 conference the NORM membership voted to provide \$500 each to the Arthritis Foundation, Creaky Joints, Lupus Foundation, Healthwell Foundation, and Pathways (program for Hospice Support).

2017 NORM joined the Alliance for Transparent & Affordable Prescriptions (ATAP). ATAP is a coalition of patient and provider organizations functioning at both the state and national level who have joined together to address pharmacy benefit managers (PBMs) and their impact on prescription drug costs and patient access to affordable treatment. NORM joined CSRO to meet with various Senators and MedPac to discuss PBMs.

NORM has a seat on the ACR Insurance Sub-Committee.

NORM continues to strengthen its committees including Healthcare Policy, Payer Relations, and Education (NEC). Advocacy updates and education for our members provided through weekly Regulatory Reviews by Hart Health Strategies and posted on our member's only website. NORM continues to empower practices to advocate and motivate our patients to have a voice to protect access to care for their rheumatologic treatments. Our Payer Relations committee educates members on National, Regional, State and MAC level initiatives such as the JW modifier. NORM's members' only page highlights current healthcare policy issues facing our practices such as the nondiscrimination provision of the Affordable Care Act, QRUR, and MACRA. Our newest section within the members' only page is education on Biosimilars.

Letters NORM Signed On to or Sent

- ATAP Letter to Sen Wyden C-THRU Act
- ATAP Letter to Rep Collins HR 1316
- Medicare Year 2018, CY 2018 Updates to the Quality Payment Program, 42 CFR Part 414
- MedPAC - PBMs

NORM 2018 Corporate Memberships



| | Silver | Gold | Platinum | Sapphire | Diamond |
|--|---------------|---------------|---|--|--|
| | \$15,000 | \$30,000 | \$50,000 | \$75,000 | \$100,000 |
| Conference Weekend | | | | | |
| # of Complimentary Representatives | 6 | 8 | 10 | 12 | 14 |
| # of additional representatives for purchase (\$500/rep) | 2 | 4 | 4 | 4 | 4 |
| Recognition through lapel pin, ribbon, conference magazine, signage, totebag | X | X | X | X | X |
| Ability to introduce 1 general session speaker | | | | | X |
| Ability to introduce 1 breakout session speaker | | | | X | |
| Logo on conference brochure | | | X | X | X |
| Complimentary tote bag insert | | | 1 sheet | 2 sheets | 3 sheets |
| Exhibit size | 10 X 10 booth | 20 X 10 booth | 20 X 10 booth | 30 X 10 booth | 40 X 10 booth |
| Exhibit hall space - 1st right of refusal based on level | 5th choice | 4th choice | 3rd choice | 2nd choice | 1st choice |
| Sponsorship Opportunity | | | Thursday Welcome Reception OR Conference Journal OR Negotiated Item | Room Key OR Head Shot Booth OR Negotiated Item | Friday Reception & Dinner OR Airport/Hotel Shuttle |
| Conference Weekend APP | | | | | |
| # of Complimentary Access | 6 | 8 | 10 | 12 | 14 |
| Enhanced Profile | X | X | X | X | X |
| Shared Banner Advertisement | X | X | | | |
| Banner Advertisement w/ link to your APP site | | | X | X | X |

NORM 2018 Corporate Memberships



| | Silver | Gold | Platinum | Sapphire | Diamond |
|---|----------|-----------------------|-----------------------|-------------------------|-----------------------|
| | \$15,000 | \$30,000 | \$50,000 | \$75,000 | \$100,000 |
| Year Round Opportunities | | | | | |
| Logo on website homepage and annual conference page | X | X | X | X | X |
| Webinars on topics critical to membership | | X | X | X | X |
| Link to your website (annual conference corporate member page) | | X | X | X | X |
| # of corporate announcements shared by NORM via NORM News Blog | | 2 | 4 | 6 | 12 |
| # of items placed on members' only Healthcare Policy Page | | 2 | 4 | 6 | 12 |
| # of items placed on Payer Issue Page | | 2 | 4 | 6 | 12 |
| # of scheduled opportunities to share educational info w/ President | | 2 | 4 | 6 | 12 |
| Meetings or conference calls with NORM Board | | 2 ~ 60 min (2 hrs) | 3 ~ 60 min (3 hrs) | 3 ~ 90 min (4.5 hrs) | 4 ~ 90 min (6 hrs) |
| Number of representatives at meeting with NORM board | | 2 | 4 | 4 | 6 |

CORPORATE MEMBERSHIP OPPORTUNITIES

Diamond Corporate Membership \$100,000

The Diamond level includes the following items in reference to the non-CME annual educational meeting:

- Attendance at NORM Annual Conference:
 - Fourteen company representatives
 - Opportunity to bring four additional company representatives at \$500 per person,
 - Fourteen complimentary conference magazines and fourteen complimentary access privileges to Conference mobile APP (conference magazine includes list of attendees).
- Recognition in conference magazine to acknowledge support.
- Recognition through conference signage to acknowledge support.
- Recognition in conference brochure if written commitment of funds received by March 1, 2018.
- Recognition of support at conference with Corporate Member lapel pin and ribbon for all corporate representatives.
- Opportunity to introduce a speaker following the script provided by NORM that will include corporate name.
- Corporate Members will have first right of refusal on location in exhibit hall at annual meeting based on membership level.
- Company logo included in conference magazine where support is acknowledged.
- Company logo included on conference tote-bag.
- One company conference tote bag insert (8.5 X 11, 3 sheets max size).
- 40X10 booth at annual conference and the booth includes 4 exhibit tables, 8 chairs, a waste basket, and electrical capabilities.
- Sponsorship of Friday Night Reception and Dinner **or** Sponsor of Shuttle between Airport and Hotel.

This level includes the following items on the Conference mobile APP at the 2018 conference:

- Corporate Logo and link to your mobile APP site on banner advertisement that appear every 5 to 6 seconds when attendee is in Conference mobile APP.
- Enhanced corporate profile on Conference mobile APP which will allow your representative to add your logo, corporate description, contact information, brochures/documents, and links to corporate social media accounts. NORM will assign exhibit hall location link in APP.

This level includes the following items throughout the year:

- Company logo on NORM website home page and annual conference page from receipt of funds until December 31, 2018.
 - Link to company website from corporate member page if supplied by corporate member.
- Opportunity to host unbranded webinars with NORM membership on critical topics.
 - Topics and dates to be negotiated with NORM and scheduled at least one month before the webinar to ensure time to advertise.
- Ability to submit a monthly issue to NORM for NORM to share with membership in each area:
 - new company announcements posted on the NORM News Blog – category Industry News,
 - announcements to be posted on payer issue page of the *members' only* portal on NORM website and announcement of this posting by NORM to the membership, and
 - announcements to be posted on Healthcare Policy page of the *members' only* portal on NORM website and announcement of this posting by NORM to the membership.
- Twelve scheduled opportunities to share educational information with President or board liaison on issues affecting rheumatology.
- Four 90 minute meetings, webinars or conference calls with NORM Board or Board Representatives:
 - Six representatives to meet with NORM Board Tuesday or Wednesday the week before the 2018 conference in Tampa, FL. The date assigned by June 1, and time negotiated by July 15, 2018.
 - Six representatives to meet with the NORM board before the NORM Board meeting Thursday or Friday (March 1 or 2) in Scottsdale, AZ.
 - Six representatives to meet with at least two members of the NORM board May 17, 18 or 19, 2018 at Clinical Congress of Rheumatology in Destin, FL.
 - Six representatives to meet with at least two members of the NORM board the NORM Board meeting Thursday or Friday (June 21 & 22, 2018) in Raleigh, NC.

CORPORATE MEMBERSHIP OPPORTUNITIES

Sapphire Corporate Membership

\$75,000

The Sapphire level includes the following items in reference to the non-CME annual educational meeting:

- Attendance at NORM Annual Conference:
 - Twelve company representatives,
 - Opportunity to bring four additional company representatives at \$500 per person
 - Twelve complimentary conference magazines and twelve complimentary access privileges to Conference mobile APP conference (magazine includes list of attendees).
- Recognition in conference magazine to acknowledge support.
- Recognition through conference signage to acknowledge support.
- Recognition in conference brochure if written commitment of funds received by March 1, 2018
- Recognition of support at conference with Corporate Member lapel pin and ribbon for all corporate representatives.
- Opportunity to introduce one breakout speaker following the script provided by NORM that will include corporate name.
- Corporate Members will have first right of refusal on location in exhibit hall at annual meeting based on membership level.
- Company logo included in conference magazine where support is acknowledged.
- Company logo included on conference tote-bag.
- One company conference tote bag insert (8.5 X 11, 2 sheets max size).
- 30X10 booth at annual conference and the booth includes 3 exhibit tables, 6 chairs, a waste basket, and electrical capabilities.
- Sponsorship of Room Key Sponsorship (your logo on room key for each guest room) **or** Head Shot Booth for member (signage at booth area) **or** other suitable item negotiated between NORM and Corporate Member.

This level includes the following items on the Conference mobile APP at the 2018 conference:

- Corporate Logo and link to your mobile APP site on banner advertisement that appears every 5 to 6 seconds when attendee in Conference mobile APP.
- Enhanced corporate profile on Conference mobile APP which will allow your representative to add your logo, corporate description, contact information, brochures/documents and links to corporate social media accounts. NORM will assign exhibit hall location link in APP.

This level includes the following items throughout the year:

- Company logo on NORM website home page and annual conference page from receipt of funds until December 31, 2018.
 - Link to company website from corporate member page if supplied by corporate member.
- Opportunity to host unbranded webinars with NORM membership on critical topics.
 - Topics and dates to be negotiated with NORM and scheduled at least one month before the webinar to ensure time to advertise.
- Ability to submit a bi-monthly issue to NORM for NORM to share with membership in each area:
 - new company announcements posted on the NORM News Blog – category Industry News and shared with membership across all social media platforms utilized by NORM,
 - announcements to be posted on payer issue page of the *members' only* portal on NORM website and announcement of this posting by NORM to the membership, and
 - announcements to be posted on Healthcare Policy page of the *members' only* portal on NORM website and announcement of this posting by NORM to the membership.
- Six scheduled opportunities to share educational information with President or board liaison on issues affecting rheumatology.
- Three 90 minute meetings or conference calls with NORM or Board Representatives:
 - Four representatives to meet with NORM Board for 90 minutes Tuesday or Wednesday the week before the 2018 conference in Tampa, FL. The date assigned by June 1, and time negotiated by July 15, 2018.
 - Four representatives to meet with the NORM board before the NORM Board meeting Thursday or Friday (March 1 or 2) in Scottsdale, AZ.
 - Four representatives to meet with at least two members of the NORM board April 27-29, 2018 at Clinical Congress of Rheumatology in Destin, FL **or** before the NORM Board meeting on Thursday or Friday (June 21 & 22, 2018) in Raleigh, NC.

CORPORATE MEMBERSHIP OPPORTUNITIES

Platinum Corporate Membership \$50,000

The Platinum level includes the following items in reference to the non-CME annual educational meeting:

- Attendance at NORM Annual Conference:
 - Ten company representatives,
 - Opportunity to bring four additional company representatives at \$500 per person,
 - Ten complimentary conference magazines and ten complimentary access privileges to Conference mobile APP (conference magazine includes list of attendees).
- Recognition in conference magazine to acknowledge support.
- Recognition through conference signage to acknowledge support.
- Recognition in conference brochure if written commitment of funds received by March 1, 2018.
- Recognition of support at conference with Corporate Member lapel pin and ribbon for all corporate representatives.
- Corporate Members will have first right of refusal on location in exhibit hall at annual meeting based on membership level.
- Company logo included in conference magazine where support is acknowledged.
- One company conference tote bag insert (8.5 X 11, 1 sheets max size).
- Company logo included on conference tote-bag.
- 20X10 booth at annual conference and the booth includes two exhibit tables, 4 chairs, a waste basket, and electrical capabilities.
- Sponsorship of Thursday Night Welcome Reception **or** Conference Journal **or** other suitable item negotiated between NORM and Corporate Member.

This level includes the following items on the Conference mobile APP at the 2018 conference:

- Corporate Logo and link to your mobile APP site on banner advertisement that appears every 5 to 6 seconds when attendee in conference mobile APP.
- Enhanced corporate profile on Conference mobile APP which will allow your representative to add your logo, corporate description, contact information, brochures/documents, and links to corporate social media accounts. NORM will assign exhibit hall location link in APP.

This level includes the following items throughout the year:

- Company logo on NORM website home page and annual conference page from receipt of funds until December 31, 2018.
 - Link to company website from corporate member page if supplied by corporate member.
- Opportunity to host unbranded webinars with NORM membership on critical topics.
 - Topics and dates to be negotiated with NORM and scheduled at least one month before the webinar to ensure time to advertise.
- Ability to submit a quarterly issue to NORM for NORM to share with membership in each area:
 - new company announcements posted on the NORM News Blog – category Industry News and shared with membership across all social media platforms utilized by NORM,
 - announcements to be posted on payer issue page of the *members' only* portal on NORM website and announcement of this posting by NORM to the membership, and
 - announcements to be posted on Healthcare Policy page of the *members' only* portal on NORM website and announcement of this posting by NORM to the membership.
- Four scheduled opportunities to share educational information with President or board liaison on issues affecting rheumatology.
- Three 60 minute meetings or conference calls with NORM Board or Board representatives as follows:
 - Four representatives to meet with NORM Board Monday or Tuesday the week before the 2018 conference in Tampa, FL. The date assigned by June 1, and time negotiated by July 15, 2018.
 - Four representatives to meet with the NORM board before the NORM Board meeting on Thursday or Friday (March 1 or 2) in Scottsdale, AZ.
 - Four representatives to meet with at least two members of the NORM board May 17, 18 or 19, 2018 at Clinical Congress of Rheumatology in Destin, FL **or** before the NORM Board meeting on Thursday or Friday (June 21 & 22, 2018) in Raleigh, NC.

CORPORATE MEMBERSHIP OPPORTUNITIES

Gold Corporate Membership \$30,000

The Gold level includes the following items in reference to the non-CME annual educational meeting:

- Attendance at NORM Annual Conference:
 - Eight company representatives,
 - Opportunity to bring four additional company representatives at \$500 per person,
 - Eight complimentary conference magazines and eight complimentary access privileges to Conference mobile APP (conference magazine includes list of attendees).
- Recognition in conference magazine to acknowledge support.
- Recognition through conference signage to acknowledge support.
- Recognition of support at conference with Corporate Member lapel pin and ribbon for all corporate representatives.
- Corporate Members will have first right of refusal on location in exhibit hall at annual meeting based on membership level.
- Company logo included in conference magazine where support is acknowledged.
- Company logo included on conference tote-bag.
- A 10X10 booth at annual conference and the booth includes 1 exhibit table, 2 chairs, a waste basket, and electrical capabilities.

This level includes the following items on the Conference mobile APP at the 2018 conference:

- Corporate name on shared banner advertisement that appears every 5 to 6 seconds when attendee in Conference mobile APP.
- Enhanced corporate profile on Conference mobile APP which will allow your representative to add your logo, corporate description, contact information, brochures/documents, and links to corporate social media accounts. NORM will assign exhibit hall location link in APP.

This level includes the following items throughout the year:

- Company logo on NORM website home page and annual conference page from receipt of funds until December 31, 2018.
 - Link to company website from corporate member page if supplied by corporate member.
- Opportunity to host unbranded webinars with NORM membership on critical topics.
 - Topics and dates to be negotiated with NORM and scheduled at least one month before the webinar to ensure time to advertise.
- Ability to submit one issue per six months to NORM for NORM to share with membership in each area:
 - new company announcements posted on the NORM News Blog – category Industry News and shared with membership across all social media platforms utilized by NORM,
 - announcements to be posted on payer issue page of the *members' only* portal on NORM website and announcement of this posting by NORM to the membership, and
 - announcements to be posted on Healthcare Policy page of the *members' only* portal on NORM website and announcement of this posting by NORM to the membership.
- Two scheduled opportunities to share educational information with President or board liaison on issues affecting rheumatology.
- Two 60 minute meetings with NORM Board or Board representatives as follows:
 - Two representatives to meet with NORM Board for 60 minutes Monday or Tuesday the week before the 2018 conference in Tampa, FL. The date assigned by June 1, and time negotiated by July 15, 2018.
 - Two representatives to meet with at least two members of the NORM board May 17, 18 or 19, 2018 at Clinical Congress of Rheumatology in Destin, FL.

CORPORATE MEMBERSHIP OPPORTUNITIES

Silver Corporate Membership \$15,000

This Silver level includes the following items in reference to the non-CME annual educational meeting:

- Attendance at NORM Annual Conference:
 - Six company representatives,
 - Opportunity to bring two additional company representatives at \$500 per person,
 - Six complimentary conference magazines and six complimentary access privileges to Conference mobile APP (conference magazine includes list of attendees).
- Recognition in conference magazine to acknowledge support.
- Recognition through conference signage to acknowledge support.
- Recognition of support at conference with Corporate Member lapel pin and ribbon for all corporate representatives.
- Corporate Members will have first right of refusal on location in exhibit hall at annual meeting based on membership level
- Company logo included in conference magazine where support is acknowledged.
- Company logo included on conference tote-bag.
- A 10X10 booth at annual conference and the booth includes 1 exhibit table, 2 chairs, a waste basket, and electrical capabilities.

This level includes the following items on the Conference mobile APP at the 2018 conference:

- Corporate name on shared banner advertisement that appears every 5 to 6 seconds when attendee in Conference mobile APP.
- Enhanced corporate profile on Conference mobile APP which will allow your representative to add your logo, corporate description, contact information, brochures/documents, and links to corporate social media accounts. NORM will assign exhibit hall location link in APP.

This level includes the following items throughout the year:

- Company logo on NORM website home page and annual conference page from receipt of funds until December 31, 2018.

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
National Organization of Rheumatology Managers

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:
 Individual/sole proprietor or single-member LLC
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶
 Other (see instructions) ▶

C Corporation S Corporation Partnership Trust/estate

Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any) _____
Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
1121 Military Cutoff #337

6 City, state, and ZIP code
Wilmington, NC 28405

7 List account number(s) here (optional)

501c6

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number

| | | | | | | | |
|--|--|--|---|--|--|--|--|
| | | | - | | | | |
|--|--|--|---|--|--|--|--|

or

Employer identification number

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 4 | 5 | - | 3 | 7 | 7 | 4 | 3 | 6 | 6 |
|---|---|---|---|---|---|---|---|---|---|

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ *Jamela A. Bulp* Date ▶ *10/29/17*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

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National Organization of
Rheumatology Managers

2018 Conference



SAVE THE DATE

October 4 – 6, 2018

**Tampa Marriott Waterside Hotel and Marina
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