



One week ago, we wrote to registrants for the AHME Institute scheduled to take place from May 13-15, 2020 at the Marriott Harbor Beach in Fort Lauderdale, Florida. We noted that we shared the concerns about the COVID-19 outbreak and the possibility that it could have an impact on our event. We emphasized that the health and safety of those participating in our conferences is always a priority and that AHME leadership would be closely monitoring the evolution of the outbreak and would make any necessary adjustments in the plans for the AHME Institute in keeping with CDC guidance.

As you undoubtedly know, much has occurred during the past week. The Governor declared a Florida State of Emergency on March 9, the World Health Organization (WHO) declared the Coronavirus outbreak a Pandemic on March 11, the President declared a US National State of Emergency on March 13, and the Mayor declared a Fort Lauderdale State of Emergency on March 13. The Fort Lauderdale declaration will be in place for at least the next 30 days (through April 12) and, among other measures, Fort Lauderdale is "prohibiting all public gatherings of more than 250 people." In addition, within the past 24 hours, the [Centers for Disease Control \(CDC\) has recommended that "for the next eight weeks organizers cancel or postpone in-person events that consist of 50 people or more throughout the United States."](#)

The Executive Committee of the AHME Board of Directors met earlier today to reach the inescapable conclusion that we must cancel the 2020 AHME Institute. Clearly, it would be impossible for us to conduct this meeting without jeopardizing the health and safety of participants. The Executive Committee also determined that it wouldn't be feasible to reschedule the meeting later during this calendar year.

The Executive Committee also determined that registration and exhibitor fees for the conference as well as any registration fees for those who may have elected the optional Jungle Queen Riverboat Cruise will be fully refunded. No action is required on your part to initiate a refund as these reimbursements will be processed as quickly as possible through registrants' original method of payment. It will be important for you to cancel your hotel reservation as soon as possible (800-222-6543). You will also need to contact your airline directly to pursue a refund or credit for cancelled flights. If you have any other questions or concerns about cancellation of the AHME Institute, you are welcome to contact the AHME office (724-864-7321).

The AHME Institute is the highlight of the year for many of us. Please know how much we regret having had to make this decision. We will be thinking of you and wishing everyone all the best as we work our way through this challenging time.

A handwritten signature in cursive script that reads "Frederick M. Schinabe MD".

Frederick Schiavone, MD, FACEP, President
Association for Hospital Medical Education

A handwritten signature in black ink that reads "Kimball Mohn". The signature is written in a cursive, flowing style.

Kimball Mohn, MD, Executive Director
Association for Hospital Medical Education

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