

CALL FOR PRESENTATIONS

Texas Osteopathic Medical Association *and*
Texas Society of the American College of Osteopathic Family Physicians

11th annual
Convention
and Scientific Symposium

JUNE 13-17, 2018 • San Antonio, TX • La Cantera Resort

TOMA & TxACOFP is now accepting presentation proposals for the TOMA/TxACOFP 11th Annual Convention and Scientific Symposium (June 13-17, 2018) in San Antonio, TX. Presenters willing to share their expertise and enhance professional growth in the osteopathic medical field will address specific topics/discussion as listed below that would attract dedicated osteopathic and allopathic professionals committed to enhancing patient care and medical practice management through the continuing education process.

Submit your presentation at www.txosteo.org/AS18_CFP

SUBMISSION DEADLINE: MARCH 9, 2018

March 9, 2018 Presentation proposals must be submitted online and by the due date. *Follow online submission instructions carefully and input your session information as per template and instructions on the last page.*

REVIEW PROCESS

Proposals will be reviewed by the Presentation Committee in conjunction with the organization's Program Committee.

NOTIFICATION and CONFIRMATION

Final acceptance notification will be sent, via email, on or before **March 16, 2018**. Presenters need to reply to the notification email with their acceptance or declination no later than **March 19, 2018**.

Completed Proposal Due.....March 9, 2018
SPEAKER NOTIFICATION.....March 16, 2018
Confirmation Emails Due.....March 19, 2018
Final Presentation Due.....May 14, 2018
ANNUAL CONFERENCE.....June 13-17, 2018

presenter benefits

- Visibility, recognition and credibility within the industry.
- Participating in the growth of your profession and the DO community.
- New networking opportunities.
- Presenters receive one additional credit as a presenter. *If your session is worth one CME hour you receive two.*
- One-night hotel stay at conference location (value is \$199+).
- Honorarium: One full convention registration (value is \$450 for members, \$550 for non-members) **OR** \$200.

confirmed presenters obligations

- Submit a finalized PDF of presentation on or before **May 14, 2018**. Presentation will be uploaded to the TOMA website prior to conference. PRESENTATIONS NOT RECEIVED BY DEADLINE WILL NOT BE POSTED ONLINE.
- During your presentation, PROVIDE EDUCATIONAL MATERIAL ONLY and abide by TOMA's policies as outlined — including no specific marketing of any product or service.

TOPICS AND CRITERIA FOR APPROVAL

Presenter(s) must be Osteopathic physicians, MD's or PhD's and/or a certified specialist in their field. Topics must be evidence based.

Potential speakers are invited to submit proposals for **one or more** of the following workshop tracks and *include case studies*:

- Opioids
- Pediatrics
- OMT
- Wound Care
- Practice Management
- Emergency Medicine
- Risk Management/Ethic

presentation proposal requirements

1. Biography sketch for publication (no more than 100 words) and a resume/CV (indicating specialty or board certified).
2. Presentation Title.
3. Name & contact information for lead presenter & co presenter(s) if applicable.
4. Abstract/Session Description: description must accurately represent your session and will be included in the conference program. Limited to 100 words.
5. Learning Objective(s).
6. Needs Assessment.

Note: Incomplete submissions will not be reviewed.

policies

1. PRESENTATIONS THAT MARKET SPECIFIC SERVICES OR PRODUCTS WILL NOT BE ACCEPTED, NOR ARE PRESENTATIONS OF THIS NATURE ACCEPTABLE AT THE CONFERENCE.
 2. TOMA reserves the right to withdraw a speaking opportunity to a speaker for failure to follow the policies outlined.
 3. Proposals must be accompanied by a bio/resume/vita for each presenter and feature an accurate 50-word session description.
 4. Speakers who are selected must submit session handouts (PDF) by the deadline.
 5. An LCD projector, laptop, screen, wireless microphone and sound system will be provided in each session room. Additional audio-visual requirements must be submitted via the submission form for consideration. REQUESTS ARE SUBJECT TO APPROVAL BY TOMA.
 6. TOMA reserves the right to select any, or none, of the submissions it receives. A proposal may be outstanding but inconsistent with the program committee goals and objectives duplicate another session, etc.
 7. TOMA reserves the right to change the agenda — including but not limited to the amount of time allotted to the speaker.
 8. Travel, accommodations and meal expenses are the responsibility of any/all presenters.
 9. If a submitters employment changes, they must notify TOMA of the change immediately in writing.
- Email notices to Lisa Gallo, CMP at lisa@texasdo.org. TOMA reserves the right to re-evaluate any submission based upon a change of employment.

Questions? Contact Lisa Gallo, CMP: lisa@texasdo.org or 800.444.8662 x703.