



Society of Hospital Medicine

Empowering hospitalists. Transforming patient care.

## CALL FOR SPEAKER & TOPIC PROPOSALS

### HOSPITAL MEDICINE 2020, SAN DIEGO, CALIFORNIA

#### Speaker & Topic Proposal Guidelines

**Eligibility:** SHM invites you to submit speaker and/or topic proposals for didactic sessions at the Annual Conference 2020 (HM20). Didactic session proposals are not limited to these categories but may involve speakers and topics for one of these tracks: *Rapid Fire Clinical Topics, Clinical Updates, Co-Management, Perioperative Medicine, Diagnostic Reasoning, Evidence-Based Medicine/High-Value Care, Medical Education, Career Development, Debatable Clinical Topics, and Potpourri*. Each didactic session should last 40 minutes including time for questions from the audience. Selection of speaker and topic proposals for inclusion in the Annual Conference 2020 will be highly competitive and will be decided at the discretion of the Annual Conference Committee. Speaker experience, reputation, and presentation skills at prior national/regional meetings will be heavily considered to determine faculty invitations for the Annual Conference 2020. For HM19, there were 316 didactic submissions and out of those only 89 were accepted. All Didactic sessions at HM20 will be allotted 40 minutes, all Didactic proposals should reflect this time (with the exception of *Quality, Practice Management, Pediatric and Academic Research* tracks that are allotted 60 minutes). Additionally, topics that are of current high interest or value to hospitalists, appear engaging, and have a record of well attendance at previous national/regional meetings will be strongly considered. **Each invited faculty member for the main conference didactic sessions (excluding workshops) will receive 100% off of the registration fee.**

**NOTE:** Reimbursement for travel expenses will be provided for invited faculty for the main conference didactic sessions (excluding workshop and sessions that are a panel with 3 or more speakers).

**Speaker Eligibility:** The faculty member invited to speak does not have to be a member of SHM.

**Submission Deadline:** Monday, April 15, 2019, 11:59PM Eastern Standard Time (EST).

**Speaker and Topics Selection:** Speaker and topic proposals will be reviewed by members of the SHM Annual Conference Committee. Speaker and topic proposals will be reviewed based on the following criteria:

- The topic's interest or value to hospitalists
- Potential for participant engagement
- Speaker experience, reputation, and speaking skills
- Speaker and topic diversity

Topic proposals may be modified by the Annual Conference Committee in order to better fit the educational program and diversity of offerings for attendees at the Annual Conference 2020. The Annual Conference Committee may decide to select outside speakers for didactic sessions who have a history of speaking on a selected topic, but were not submitted through the submission portal. Additionally, proposed faculty may be invited by the Annual Conference Committee to present on different topics selected for the meeting than they were originally proposed for but have expertise and previous speaking experience in the final topic selected.

**NOTE:** SHM will supply a single computer, screen, LCD projector, and microphones in the room. Any other equipment and supplies needed by the speaker will be the responsibility of the faculty member invited to speak.

**Notification of Results:** Speaker invitations for the SHM Annual Conference will be sent by the end of August 2019.

**Presenting Speaker's Availability:** The faculty member invited to speak must be available to give his or her presentation at the SHM Annual Conference in San Diego, CA which takes place April 15-18, 2020.

**Publication of Didactic Sessions:** Didactic materials and video recordings of the sessions may be posted on the Annual Conference's mobile app for attendee use. Speakers will be required to submit their presentations or other materials 3 months prior to the Annual Conference.

#### **Submission Instructions**

Speaker and topic proposals must be submitted using the online submission process. Submission instructions are provided at the submission site. The process is simple and takes only a few minutes to complete.

Notification of acceptance status will be sent via email by the end of **August 2019**.

#### **Disclosure Statement Regarding Conflict of Interest**

The Society of Hospital Medicine (SHM) promotes improved inpatient care, teaching, and research in the field of hospital medicine. SHM strives to ensure that these goals are met throughout its educational activities and academic competitions. All speakers invited to present at SHM 2019 are required to disclose any relationships with pharmaceutical companies, biomedical device manufacturers, or other organizations that could represent potential conflicts in their presentation. The person submitting any speaker proposals is responsible for providing disclosure information for all proposed faculty if known. This requirement applies to currently existing relationships or relationships within the past 12 months from submission date. The principal intent of this disclosure is not to prevent faculty with a potential conflict from presenting their expertise and work. Disclosure information will assist the selection committee in the review process.