



CALL FOR SPEAKER & TOPIC PROPOSALS HOSPITAL MEDICINE 2021, LAS VEGAS, NEVADA

Didactic Submission Guidelines

Eligibility: SHM invites you to submit topic and speaker proposals for didactic sessions at the Annual Conference 2021 (HM21). 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. Selection of speaker and topic proposals for inclusion in the Annual Conference 2021 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 speaker invitations for the Annual Conference 2021. For HM20, there were 324 didactic submissions and out of those only 90 were accepted. Majority of didactic sessions at HM21 will be allotted 40 minutes, therefore all proposals should reflect this time (except for submissions in Quality, Practice Management, 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 high attendance and exceptional scores at previous national/regional meetings will be strongly considered. **Each invited speaker for the main conference didactic sessions (excluding workshops) will receive 100% off the registration fee.**

Important HM21 Information:

As you are aware HM20, which was set to take place in San Diego, CA was cancelled due to the COVID-19 pandemic. As much of HM20's content was not able to be presented, there will be a portion of the conference content carried over to be presented at HM21. Due to this, there will be limited accepted submissions from HM21's Call for Speaker and Topic Proposals. **We encourage all those who are interested to please still submit your proposals as speaker commitments can change as well as new and updated information is needed to be presented at HM21.**

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

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

Submission Deadline: **Monday, May 18, 2020, 11:59PM Eastern Standard Time (EST).**

Speaker and Topics Proposal Selection: Speaker and topic proposals will be reviewed by members of the SHM Annual Conference Committee as well as all other SHM Committee and Special Interest Group Members.

Speaker and Topic proposals will be reviewed based on the following criteria:

1. The topic's interest or value to hospitalists
2. Potential for participant engagement
3. Speaker experience, reputation, and speaking skills
4. 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 2021. The Annual Conference Committee may decide to select outside co-speakers for didactic sessions who have a history of speaking on a selected topic but were not submitted through the submission portal. Additionally, proposed speakers may be invited by the Annual Conference Committee to present on different topics selected for the conference 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 September 2020.

Presenting Speaker's Availability: The invited speaker will be provided a scheduled date and time of when their presentation will take place after they have confirmed their acceptance. They must be available to present at the SHM Annual Conference in Las Vegas, NV which takes place May 4-7, 2021.

Publication of Didactic Sessions: Didactic presentation materials will 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 on 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 **September 2020**.

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 HM21 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.