

2023 ACLM Annual Conference
Call for Proposals Submission Guidelines
Open from Mid-January until March 2, 2023

OVERVIEW

The ACLM Annual Conference, to be held October 29 – November 1, 2023 in Denver, CO, is an inclusive opportunity for all current and future ACLM members in the medical industry to engage in exceptional formal and informal learning experiences that help to advance career and professional development, individual productivity, and organizational effectiveness.

ACLM seeks conference proposals that reflect sound adult learning principles and reflect the best thinking in the field, informed by theory, research, and practice. To deliver exceptional learning experiences, preference may be given to proposals that include the following:

CONTENT:

- Reflect innovative, cutting-edge content, and evidence-based practice
- Present a business case with evidence supported by research or data
- Explore issues important to diverse association types and sizes
- Challenge attendees to think of new solutions in lifestyle medicine
- Cover topics around organizational transformation

INSTRUCTIONAL DESIGN:

- Stimulate and provoke discussion, audience engagement, and outcome-focused design
- Facilitate knowledge transfer and development of new competencies
- Use methods that draw out relevant past knowledge and experiences

AUDIENCE:

- Aspiring and emerging leaders through executive-level, seasoned professionals
- Different types of adult learners
- Demonstrate relevance of lessons through “real-life” case studies

Lifestyle Medicine 2023 is designed to educate, equip and empower a galvanized force of change-agent physicians, allied health professionals and healthcare executives who understand that lifestyle medicine is the necessary foundation of true healthcare reform. Putting health back into healthcare is the mission, with a practical, can-do, lifestyle medicine-first approach.

With this in mind, we have created the following submission categories as areas where the Redesign of Healthcare will lead to optimal health outcomes for patients, positive return on investment for payors and improved resilience for practicing clinicians. Please use these as a guide for your submission so the planning committee can review your presentations in the most efficient manner. These are general guidelines and we look forward to your presentation proposals.

- 1) **The Allied Health Professionals track** – topics and strategies of particular relevance to the clinical practice of registered dietitians, registered nurses, physical therapists, occupational therapists, pharmacists, behavioral health providers, health and wellness coaches, etc.
- 2) **The Business of Lifestyle Medicine track** - presentations designed to demonstrate the value of LM approaches to health systems executives, employers, insurance companies, entrepreneur start-ups and presentations on clinical models that are successfully creating improved health outcomes while being financially sustainable.
- 3) **The Science of Lifestyle Medicine track** – presentations focused on innovative research happening in the field of Lifestyle Medicine.
- 4) **The "How" of Lifestyle Medicine track** – presentations related to shared medical appointments, team-based care, health equity programs that reach vulnerable populations like SDOH, elderly, etc., Lifestyle Medicine Provider Network experiences and insights and intensive therapeutic lifestyle change programs.

If you have a unique perspective about your experiences in Redesigning Healthcare and implementing real change through Lifestyle Medicine, we encourage you to submit a presentation.

Submissions are due by midnight EST on Thursday, March 2, 2023. The conference committee will determine the desired length of each presentation topic accepted. Presentations will range from 15 minutes to 60 minutes with time for Q&A.

*Assumptions for all presenters:

Before submitting, please make sure you are free to attend Lifestyle Medicine 2023 set for October 29 – November 1 in Denver, Colorado. Learn more about Lifestyle Medicine 2023: <https://lmconference.org/>

RULES OF ENGAGEMENT

- All proposals must be submitted using the online form, no exceptions. Think quality over quantity. You can submit up to two (2) proposals. Upon submitting a proposal, you will receive an automatic confirmation for your records if it was submitted successfully.
- Plan your submission in advance. We suggest that you first collect your thoughts for your proposal before going to the online form. Once you have your ideas and all necessary information together, go to [LMconference.org](https://lmconference.org/) to submit.

- Limit to one engagement. ACLM seeks to ensure diversity of thought, and each content leader will be limited to presenting or co-presenting one session only. Be cautious about how many proposals you are included in as a content leader or point of contact.
- The primary point of contact (POC) is the person submitting the proposal. ACLM will communicate with the POC for all communications including notifications and deadlines, who must share information as needed with co-leaders/panelists.
- All proposed content leaders must be listed. Intentionality is critical in providing a quality learning experience, including the expertise of instructors. Proposed content leaders will be reviewed by the Conference Planning Committee prior to acceptance, which will include a limit on the total number of content leaders.
- Use clear, error free language. Session and proposals require clear and concise titles (limit 15 words), persuasive outcomes-focused descriptions in a short (limit 50 words) and long (limit 150 words) versions, and three action-oriented and well-thought-out learning objectives/take-aways that answer the prompt “after this, participants will be able to...” ACLM retains the right to modify titles and descriptions during copy editing for marketing purposes.
- Please use attribution as appropriate. Used effectively, quotations can provide important evidence or clarity to explain your session idea. Excerpts used ineffectively, however, without attribution are unacceptable and will result in your proposal being excluded from review or acceptance.
- Don’t underestimate the importance of instructional flow/design. Adult learning theory suggests that the best learning environments are those that are collaborative and utilize a problem-based approach.
- Avoid all commercial bias. Sessions perceived by attendees as commercially biased in content (including use of client examples or proprietary tools/models) are unacceptable. Any submission that is not educational in nature, neutral and unbiased, replicable by attendees without the author’s assistance, and free of commercial motive/intent will not be accepted. If accepted, those in violation of this policy may forfeit future speaking opportunities.
- All accepted content leaders must adhere to published deadlines. You must be committed and responsive to working with ACLM to deliver exceptional service by adhering to deadlines, to include submitting program materials not less than one (1) month prior to the start of the conference for review/approval of CME and inclusion in the conference app and website.
- All accepted content leaders must observe intellectual property rights. Presenters must ensure that information, illustrations, images contained in presentations, related

materials or visual aids shall be factual and not be misleading and will not violate the intellectual property or copyrights any third party. Written documentation of ownership or permission must be provided upon request and is required for all video and television/film related imagery.

- Any video recordings of presentations will be the property of ACLM. Recordings of presentations will not be provided to speakers.

TIMELINE

To help you plan accordingly during the proposal process, please make note of the overall timeline below:

- Call for Proposals Opens: Mid-January 2023
- Call for Proposals Deadline: March 2, 2023
- Conference Session Notifications Invitations: Mid-April, 2023
- Accepted Content Leaders gain access to Speaker Service Center: Late-April 2023
- Session Materials Due: October 9, 2023
- Save the Conference Dates: October 29 – November 1, 2023

We receive many submissions, and must prioritize them based on appropriateness of content, impact, evidence and fit into the conference schedule. All submissions will be reviewed, and you will be contacted with a decision as soon as possible after the submission deadline. We thank you in advance for your submission, and giving us the opportunity to consider your session proposal.

We, the community of lifestyle medicine colleagues, appreciate your dedication and desire to be an educator and embrace this wonderful opportunity to be a national presenter in this field.