



Call for Presentations Step-by-step Process for Client Speakers

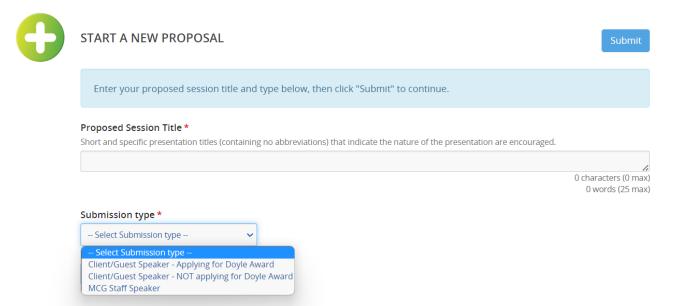
1) Visit the call for presentations submission site and create a new account: https://www.abstractscorecard.com/cfp/submit/login.asp?EventKey=IACSFOXI

Log-in to Submit	a Session Proposal
New Account If you have not yet used <i>this year's</i> submission site, you will need to create a new account.	Existing Account Email Address * Email Address Access Key * Access Key Show Lost your access key?
Create New Account	Log-in

2) Click to begin a new session proposal

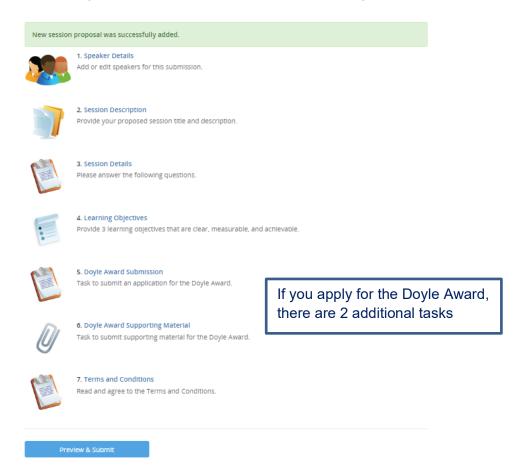


- 3) Enter proposed session title and choose your submission type:
 - a. If you plan to apply for the **Doyle Award**, choose *Client/Guest Speaker Applying for Doyle Award*
 - b. If you do not intend to apply for the **Doyle Award**, choose *Client/Guest Speaker NOT* applying for *Doyle Award*



4) There are 5 tasks that need to be completed to submit a session proposal. If you plan to apply for the Doyle Award, there are 2 additional tasks.

Once a task has been fully completed, a large green check mark will appear. Once all tasks are completed, you can then do a final review and submit your proposal.



5) Task 1 - Speaker Details

Person submitting the proposal is automatically included as a speaker. You can easily change that and add more speakers:

Please add the speaker(s) for this submission. If you have more than one speaker, the first speaker will be noted as the primary speaker.

To add a speaker:

- · Type the speaker's first name, last name, and email address
- Click Add Speaker

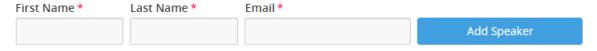
To remove a speaker:

· Click the red Remove button for the speaker you wish to remove

To complete a speaker's profile:

- Click the blue Edit button below a speaker's name to complete his/her profile
- A green check mark indicates a complete profile
- Once all speaker profiles are complete, click Save Speakers to complete the task

Add New Speaker



Speaker List

You must add at least 1 speaker and no more than 5.

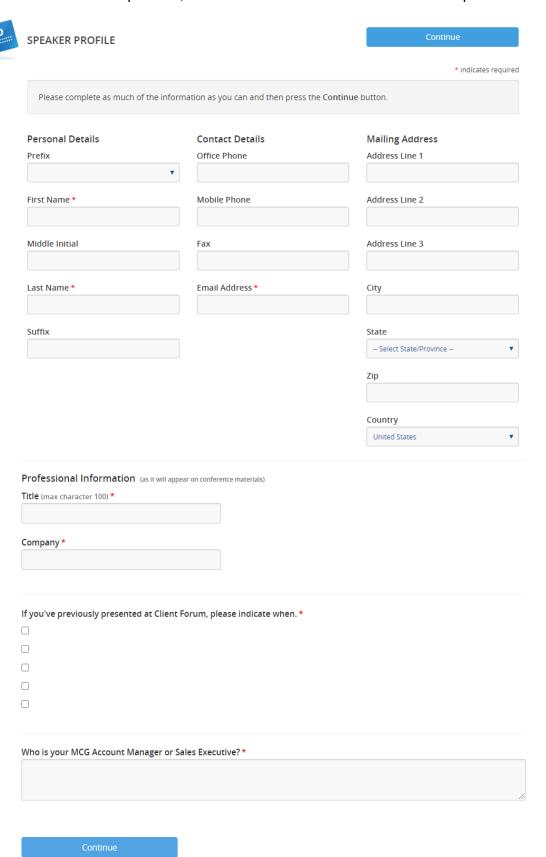


Edit Scarlet Leung's Profile

Remove Scarlet Leung

Save Speakers

If you want to add more speakers, this is what is needed for each additional speaker:



6) Task 2 - Session Description Please complete the required fields.

Please enter your proposed session details below. When satisfied, select Continue.
Proposed Session Title * Short and specific presentation titles (containing no abbreviations) that indicate the nature of the presentation are encouraged.
Submission Test
2 words (1 - 25 word
Session Description * Max 200 words.
0 character 0 words (Max 200 word
Please describe your organization's progress or outcomes with MCG solutions. * Max 150 words.
0 character
0 character 0 words (Max 150 word
Continue

7) Task 3 - Session Details

Please complete the required fields.

Pleas	e answer the required fields below to continue.	* indicates a required field	
1	Please select the topic(s) that best fit your session proposal. *		
	$\ \square$ MCG artificial intelligence and machine learning solutions		
	☐ Payer-provider collaboration/cooperation		
	\square Legislative and regulatory-driven initiatives		
	$\hfill\Box$ Social determinants of health and population health management		
	☐ Value-based care strategies		
	☐ ACO insights and education		
	Physician insights and education		
	□ Behavioral health		
	What is your arganization time?		
2	What is your organization type? *		
	National health plan or other payer (e.g. TPA)		
	Regional or local health plan or other payer (e.g. TPA)		
	Hospital system with three or more facilities		
	Large hospital (more than 300 beds total)		
	 Medium or small hospital (fewer than 300 beds total) 		
	☐ Critical Access Hospital		
	Accountable Care Organization		
	Government-funded health service		
	□ Other payer		
	Other provider		
3	If you selected OTHER from the question above, please specify:		

Continue

8) Task 4 - Learning Objectives

Please complete the required fields.

Provide 3 learning objectives that are clear, measurable, and achievable.

Begin your learning objectives with measurable action verbs such as *Identify, Recall, Describe, Define*, and *Demonstrate*. Please <u>avoid</u> using non-measurable action verbs such as *Know, Learn*, and *Understand*. Refer to Bloom's Taxonomy of measurable verbs for additional suggestions.

Examples:

- Define quantitative treatment limits (QTLs) and non-quantitative treatment limitations (NQTLs)
- Describe what components of an admission order constitute a presumption of medical necessity for billing under Part A of Medicare
- 1 Answer the following questions for Learning Objective 1

Learning Objective 1*

Use a measurable action verb to begin the learning objective. e.g. Identify, Recall, Describe, Define, Demonstrate

Upon completion of this session, attendees will be able to (action verb)...

0 words (Max 40 words)

2 Answer the following questions for Learning Objective 2

Learning Objective 2*

Use a measurable action verb to begin the learning objective. e.g. Identify, Recall, Describe, Define, Demonstrate

Upon completion of this session, attendees will be able to (action verb)...

0 words (Max 40 words)

3 Answer the following questions for Learning Objective 3

Learning Objective 3 *

Use a measurable action verb to begin the learning objective. e.g. Identify, Recall, Describe, Define, Demonstrate

Upon completion of this session, attendees will be able to (action verb)...

0 words (Max 40 words)

Continue

9)	Sı	NLY FOR THOSE SUBMITTING A DOYLE AWARD APPLICATION – Task 5 – Doyle Award ubmission eview and complete task 5.
		To submit an application for The Richard L. Doyle Award for Innovation and Leadership in Healthcare, please answer the

To submit an application for **The Richard L. Doyle Award for Innovation and Leadership in Healthcare**, please answer the questions below. You **do not** have to complete this in one sitting. You can save and come back to this task by selecting the **Continue** button.

* indicates a required field

10) ONLY FOR THOSE SUBMITTING A DOYLE AWARD APPLICATION - Task 6 - Doyle Award Supporting Material

Review and complete task 6.

If you would like to include any supporting materials for your Doyle Award application (e.g. metrics, graphs), please upload them via this task.

If you do not want to include supporting materials, please select "I don't have anything to upload", then the **Continue** button.

* indicates a required field

☐ I don't have anything to upload

11) Task 7 - Terms and Conditions

Please review and indicate whether you agree to the Terms and Conditions.

1 Please indicate your agreement and understanding by checking the box below: *

☐ I have read and agree to the Terms and Conditions.

Submit

12) Final preview and submit

All tasks must be fully completed (a large green check mark on every task) before you can submit your proposal.



1. Speaker Details

Completed Sunday, April 23, 2023, 2:32 PM Add or edit speakers for this submission.



2. Session Description

Completed Sunday, April 23, 2023, 2:32 PM
Provide your proposed session title and description.



3. Session Details

Completed Sunday, April 23, 2023, 2:32 PM Please answer the following questions.



4. Learning Objectives

Completed Sunday, April 23, 2023, 2:32 PM
Provide 3 learning objectives that are clear, measurable, and achievable.



5. Doyle Award Submission

Completed Sunday, April 23, 2023, 2:33 PM
Task to submit an application for the Doyle Award.

If you apply for the Doyle Award, there are 2 additional tasks



6. Doyle Award Supporting Material

Completed Sunday, April 23, 2023, 2:33 PM

Task to submit supporting material for the Doyle Award.



7. Terms and Conditions

Completed Sunday, April 23, 2023, 2:33 PM Read and agree to the Terms and Conditions.

Preview & Submit

13) Confirmation email

Once a proposal has been submitted, you will receive a confirmation email with summary of the submission and link to view/edit the submission.