



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 *this year's* submission site, you will need to create a new account.

Create New Account

Existing Account

Email Address *

Access Key *

Access Key Show

Lost your access key?

Log-in

- 2) Click to begin a new session proposal



SESSION PROPOSALS (you have 0 complete session proposals, 0 incomplete session proposals and 0 withdrawn session proposals)



Click here to begin a new Session Proposal

- 3) Enter proposed session title and choose your submission type:

- If you plan to apply for the **Doyle Award**, choose *Client/Guest Speaker – Applying for Doyle Award*
- If you *do not* intend to apply for the **Doyle Award**, choose *Client/Guest Speaker – NOT applying for Doyle Award*



START A NEW PROPOSAL

Submit

Enter your proposed session title and type below, then click "Submit" to continue.

Proposed Session Title *

Short and specific presentation titles (containing no abbreviations) that indicate the nature of the presentation are encouraged.

0 characters (0 max)
0 words (25 max)

Submission type *

-- Select Submission type --

-- Select Submission type --

Client/Guest Speaker - Applying for Doyle Award

Client/Guest Speaker - NOT applying for Doyle Award

MCG Staff Speaker

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.

New session proposal was successfully added.



1. Speaker Details

Add or edit speakers for this submission.



2. Session Description

Provide your proposed session title and description.



3. Session Details

Please answer the following questions.



4. Learning Objectives

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



5. Doyle Award Submission

Task to submit an application for the Doyle Award.



6. Doyle Award Supporting Material

Task to submit supporting material for the Doyle Award.



7. Terms and Conditions

Read and agree to the Terms and Conditions.

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

Preview & Submit

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

First Name *

Last Name *

Email *

Add Speaker

Speaker List

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

1

Scarlet Leung

Senior Marketing Manager, MCG Health

Profile incomplete ✖

Role(s): Speaker

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:



SPEAKER PROFILE

Continue

* Indicates required

Please complete as much of the information as you can and then press the Continue button.

Personal Details

Prefix

First Name *

Middle Initial

Last Name *

Suffix

Contact Details

Office Phone

Mobile Phone

Fax

Email Address *

Mailing Address

Address Line 1

Address Line 2

Address Line 3

City

State

Zip

Country

Professional Information (as it will appear on conference materials)

Title (max character 100) *

Company *

If you've previously presented at Client Forum, please indicate when. *

- ☐
- ☐
- ☐
- ☐
- ☐

Who is your MCG Account Manager or Sales Executive? *

Continue

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 words)

Session Description *

Max 200 words.

0 characters
0 words (Max 200 words)

Please describe your organization's progress or outcomes with MCG solutions. *

Max 150 words.

0 characters
0 words (Max 150 words)

Continue

7) Task 3 - Session Details

Please complete the required fields.

Please answer the required fields below to continue.

* indicates a required field

1 Please select the topic(s) that best fit your session proposal. *

- ☐ MCG artificial intelligence and machine learning solutions
- ☐ Payer-provider collaboration/cooperation
- ☐ Legislative and regulatory-driven initiatives
- ☐ Social determinants of health and population health management
- ☐ Value-based care strategies
- ☐ ACO insights and education
- ☐ Physician insights and education
- ☐ Behavioral health

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 **avoid** 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 (NQTs)
- 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) **ONLY FOR THOSE SUBMITTING A DOYLE AWARD APPLICATION – Task 5 – Doyle Award Submission**

Review and complete task 5.

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.



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.

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

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.