



Workshop Submission
Guidelines

CALL FOR SPEAKER & TOPIC PROPOSALS

SHM Converge 2027
Las Vegas, Nevada

SHM invites you to submit a workshop proposal for SHM Converge. Selected workshops will be decided at the discretion of the Annual Conference Committee (ACC). The ACC is seeking workshop topics that are relevant and valuable to hospitalists, highly engaging/interactive, and have a record or potential for high attendance with exceptional scores at previous national/regional meetings. Workshop proposals do not have to be limited to these categories but should focus on one of the following topics:

- Academic/Research/Medical Education
- Bending the Cost Curve/High Value Care/Evidence Based Medicine
- Caring for Vulnerable Populations
- Clinical Updates
- Clinical Reasoning/Diagnostics
- Co-Management/Perioperative Medicine
- Information Technology/Technology
- Health Policy
- Leadership
- NP/PA
- Palliative Care
- Patient Experience/Communication
- Pediatric
- Point of Care Ultrasound
- Post-Acute Care/Hospital at Home
- Practice Management
- Quality Improvement/Patient Safety
- Wellness
- Young Hospitalist/Physicians in Training

SPEAKER ELIGIBILITY & CONDITIONS

- Speaking experience and presentation skills at prior national/regional meetings will be heavily considered.
- Workshops may have a maximum of 8 speakers (1 main/lead presenter and up to 7 co-speakers). All accepted speakers will be listed and acknowledged as participating presenters in the conference mobile app and the online digital schedule.
 - The main speaker (proposal author and first speaker listed in workshop submission) will receive complimentary conference registration and a travel stipend. The main speaker's registration and travel stipend are non-transferable and are per individual not per session.

- All co-speakers and facilitators are required to register for the conference independently. Travel expenses for co-speakers and facilitators will not be reimbursed.
- Workshops may also include a maximum of 6 additional facilitators. Facilitators will not be listed in conference materials.
- The ACC advises that at least 1 workshop speaker be at the junior level to promote career growth and opportunity.
- It is pivotal that workshop speakers are diversified in representing various institutions and backgrounds.
- If an accepted speaker is not currently a member of SHM, they will be required to become one prior to the conference.
- A speaker may submit no more than 4 proposals for consideration.
- An individual is eligible to be accepted as a *main/lead* presenter for no more than 2 sessions.
- Accepted speakers will be provided with a scheduled date and time of when their presentation will take place once they have confirmed their acceptance. They must be available to present at SHM Converge 2027 in Las Vegas, NV from March 30 - April 2. They should abide by the specified deadlines and terms listed on their speaker confirmation.

WORKSHOP PROPOSAL SUBMISSION PROCESS

Workshop proposals must be submitted using the online submission site. Proposals sent via email will not be considered. Detailed submission instructions and proposal best practices are provided under the references section of the login page. The proposal creation process is simple and should not take more than a few minutes to complete.

All proposals must be completed by **Sunday, May 3, 2026**.

SESSION TIME & FORMAT

Each workshop will be allotted 90 minutes and therefore proposals should reflect the allocated time.

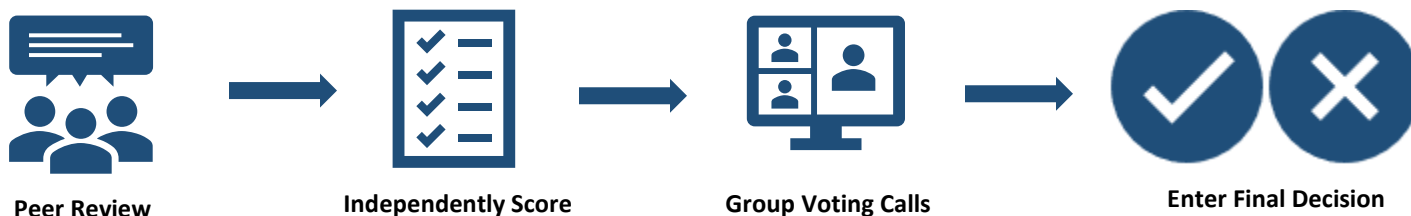
Workshop session rooms are set in rounds to promote audience engagement and enhance interactivity. SHM will supply a single computer, screen, LCD projector, and microphones in each session room. Any other equipment and supplies needed will be the responsibility of the invited speaker/s. Workshop speakers should plan for up to 100 attendees at each workshop. If a workshop can accommodate more than 100 attendees, this should be stated in the submission. Workshops with more limited registration (i.e., less than 100) will require special approval by the Annual Conference Course Director prior to acceptance.

WORKSHOP PROPOSAL SELECTION PROCESS

Each workshop proposal will be reviewed by at least 4 members of the ACC and other SHM Committees or Special Interest Groups. Proposals will be scored based on the following criteria:

1. **Topic** (significant subject and of interest to various audiences)
2. **Organization and Clarity** (thorough and practical workshop summary)
3. **Participant Engagement** (highly interactive and creatively engaging)
4. **Speakers** (diversity of institutions, experience, backgrounds, etc.)

The proposal review and scoring process is as follows:



NOTIFICATION OF WORKSHOP PROPOSAL RESULTS

Selection of workshop proposals will be competitive and may require phone discussions with one or more members of the ACC. Accepted proposals may be modified by the ACC to better fit the educational program and variety of offerings at SHM Converge.

Proposal acceptance and declination notifications will be sent via email by the end of **September 2026**.

CONFLICT OF INTEREST NOTICE

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 Converge 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.