

PAFP Speaker Application

Gettysburg CME Conference and Annual Business Meeting – March 8 – 10, 2019

Bedford Springs CME Conference – November 8 – 10, 2019

Thank you for your interest in speaking at a PAFP Foundation CME event. The PAFP Foundation conducts two live CME conferences each year attended by nearly 500 primary care providers between both. All subject matter offered must be applicable to primary care and designed to be put into practice immediately. Practice pearls are required to be part of each presentation.

Types of Speakers:

Family Physicians (PAFP members and non-members)
Sub-specialists
Specialists with information pertinent to family medicine

Types of Presentations:

Didactic Presentation - Up to 1 hour maximum time allowed including Q & A.
Depending on content, sessions are either 30 minutes; 45 minutes or 1 hour.
Procedures Workshop - Up to 3 hours maximum (typically 2 hours) of hands-on procedures.

<u>Conference Dates/Location</u>	<u>Submission Deadline</u>	<u>Notification Date</u> (if selected)
Gettysburg CME Conference, March 7 -10, 2019	October 7, 2018	November 8, 2018
Bedford Springs CME Conference, Nov 8 – 10, 2019	July 7, 2019	August 8, 2019

Applications are reviewed as they are received from PAFP and can be submitted any time before the deadline. Applications submitted after the deadline, may be accepted if there is an opening on the event agenda.

Presentation/Speaker Eligibility:

Subject matter must be relevant to family medicine;
Information is educational, **NOT** promotional. (Promotional sessions – see Symposia/Product Theatre information)
Application is completed correctly and received by the stated deadline;
A speaker rating of 4.25 or higher if the speaker has presented at a past PAFP CME event.

Please send past evaluation scores with this application if from other non-PAFP speaking events.

Submission Tips:

- Title should be engaging;
- Information presented should be about new, cutting edge or emerging issues;
- Clinical content should be evidence-based with appropriate resources/citations included;
- Case studies, round table discussions and any interactive teaching method are highly encouraged – strictly didactic presentations are discouraged and learning is enhanced by interaction with the learner.
- Include realistic and actionable take-aways and practice pearls.

Handouts: PAFP CME events are paperless. No handouts will be duplicated or distributed by PAFP on-site. Electronic copies will be posted online in advance of each event and made available to registered attendees as interactive pdf's.

Questions? Contact Janine Owen, Chief Education Officer, at jowen@pafp.com or direct 717-418-0398.

APPLICATION TO SPEAK AT A PAFP FOUNDATION CME PROGRAM

- Please complete the entire form.
- If submitting more than one topic, please use a separate form for each topic.
- Please email your completed form to jowen@pafp.com or fax this to me at 717-564-4235

Topic/Title of Presentation: _____

Primary Presenter:

Full Name & Credentials (please print) _____

PAFP member Yes ___ No ___ Specialty or sub-specialty: _____

Address: _____ City _____ State _____ Zip _____

Phone: _____ Fax: _____ Email: _____

Names of Co-Presenters (if applicable): _____

Have you spoken at a previous PAFP CME Conference? ___ Yes ___ No If yes, when? _____

Program date/location for which you are applying:

___ Gettysburg CME Conference, March 8 – 10, 2019

___ Bedford Springs CME Conference, November 8 – 10, 2019

Presentation Format:

___ Didactic Presentation – time needed including Q & A: ___ 30 mins ___ 45 mins ___ 60 mins

___ Procedures Workshop - Up to 3 hours maximum (typically 2 hours) of hands-on procedures.

___ Panel Discussion (list co-presenters above)

___ I would be willing to repeat my session a second time during the conference.

___ I would be willing to lead a discussion group (if applicable and available).

___ Round table case studies (you will moderate and lead discussion about individual cases)

Past Experience

Please list previous speaking experience, (if an experienced speaker) including topics and audience size, and attach evaluation summaries if available.

1) _____

2) _____

REQUIRED INFORMATION

(THE FOLLOWING INFORMATION MUST BE SUBMITTED WITH YOUR APPLICATION)

(1) Learning Objectives/Measured Outcomes

USE: EASY TO OBSERVE OR MEASURE:

- The participant will be able to **perform** cerumen management procedures;
- The participant will be able to **identify** language disturbances due to dementia;
- The participant will be able to **list** three benefits of the new AAC device.

AVOID: DIFFICULT TO OBSERVE OR MEASURE

- Participant will **understand** the importance of cochlear implants;
- Participant will **become familiar with** oral motor therapy techniques;
- Participant will **learn** about accent reduction strategies;
- Participant will **appreciate** the value of ...

Learner Objectives: List three measureable learner objectives:

1. _____

2. _____

3. _____

Patient Safety/Risk Management

(Pennsylvania physicians are required to have 12 hours patient safety/risk management credits per licensure period).

The State Board of Medicine defines risk management and/or patient safety to include topics that cover:

- Improving medical records and record keeping
- Preventative medicine / Screening
- Improving Communications
- Reducing medical errors
- Healthcare quality improvement
- Professional Conduct/Ethics

Will your session meet any of these criteria? ___ Yes ___ No (A “yes” answer is NOT required.)

(2) Pre-Post Test Questions

Pre-Post test questions must accompany your application. PAFP may use an audience response system for these questions to measure outcomes and applicability of education to practice. Some sessions will be grant-funded, and this information is requested by funders after the conference. **If your session is grant-funded, you will be notified prior to the event. Please provide three questions for these purposes.**

Pre/Post Test Questions

(Required For Grant Funded Sessions)

Speaker Name: _____

Questions should be multiple choice – 4 to 5 possible answers - with one correct answer (in the example below do not choose #5 as the correct answer. Avoid: Questions written as a negative, all of the above answers, and easy to guess answers. Also, avoid overly complex answer choices where various permutations of the answers are presented as answers.

Example:

Long term use of which of the following has been shown to increase the risk of prostate cancer?

1. Selenium
2. Vitamin E
3. Finasteride
4. Dutasteride
5. None of the above

Pre/Post Test Questions and Correct Answer

Question #1: _____

Choices: _____

Correct Answer: _____

Question #2: _____

Choices: _____

Correct Answer: _____

Question #3: _____

Choices: _____

Correct Answer: _____

(3) Permission to record (when applicable)

____ Please check here if you give your permission to have your session recorded and/or made available at www.pafp.com for viewing after the conference. Granting permission does not mean that your session will automatically be recorded and posted.

(5) Biography – this will be used by the moderator to introduce you before your session

If you have suggestions for possible corporate support for this topic please list all contact information here. We will contact them:

Please mail, fax or email the application:

MAIL: Janine Owen, PAFP Foundation, 2704 Commerce Drive, Suite A, Harrisburg, PA 17110
FAX: 717-564-4235
ONLINE: Email to jowen@pafp.com

Upon approval of your application, you will be notified by the stated date on the previous page confirming your participation and specifics. A speaker packet with all faculty information and deadlines will then be sent to you via e-mail.

Thank you for our interest in being faculty at one of our programs!