



CALL FOR PRESENTATIONS

General Information

If you are passionate about Family Medicine and would like to share cutting-edge research, clinical updates, or clinical projects with family medicine physicians, the GAFP would like to invite you to submit a presentation for consideration during our Annual CME meeting in 2010.

This program is designed to focus on issues of current importance to everyone involved with family medicine education and research, from students and community preceptors to residents and experienced faculty members. The Annual Meeting will provide a unique forum to present original research, share best practices in family medicine education and network with colleagues.

We are currently seeking research and educational presentations for the 2010 Annual Meeting. Presenting during the 2010 Annual Scientific Assembly offers you the opportunity to showcase your research while honing your presentation skills to our diverse membership.

PRESENTATION SUBMISSION DEADLINE: FRIDAY, APRIL 2, 2010

Notification on presentation status to authors will be postmarked no later than Friday, May 7, 2010

Proposal Requirements

Session Type

- **Live Lecture** – 50 minute lectures that are meant to present real and factual data, clinical updates, and are free from commercial bias. The goal of your presentation is to provide a high degree of value to those who attend the conference. You are required to include 3-5 evidence-based recommendations that follow the AAFP's EBM guidelines for presentations.

When describing your talk, please try to include answers to the following questions:

- What will attendees learn?
- What are the objectives of your talk?
- How can attendees use this?
- Can this information help change physician behaviors or beliefs?
- Will this information benefit patients?

Presentation Level

Basic, intermediate, advanced --- Your presentation should **not** exceed 60 slides.

Focus Area

Clinical Updates, New Research, Applications or Technology, Performance or Quality Improvement, Optimizing Patient Care

Presenter Information

Maximum of two presenters – name, company affiliation, address, phone, e-mail; Provide a short introductory bio

Audience

Your audience includes physicians, nurses, nurse practitioners, residents, and other healthcare professionals with an interest in improving patient care.

Review Process

The Education and Research Committee of the GAFP serve as the content reviewers for all presentation submitted to our office. In their review, the Committee looks for the following information:

- ✚ Ensure it is free of commercial bias
- ✚ No blatant marketing of any one medication/drug (product)
- ✚ No company/industry marketing
- ✚ Clinically sound

*Note: Please limit your presentation to **60 slides or less** to ensure adequate time to cover your topic and allow for questions from the audience. Presentations with more than 60 slides may be returned to faculty with a request to condense the presentation prior to review.*

We will provide feedback to all applicants (if applicable) and will not identify the reviewers.

If your presentation is approved and accepted, you will be notified by staff of available time slots during the meeting in an effort to coordinate with your schedule, and issued a formal faculty confirmation packet.

Please note: Submission of a presentation for review does NOT guarantee acceptance as a speaker at the GAFP Annual Meetings.

Presenter Expectations

If we select your presentation, you must adhere to the following guidelines.

- Submit your complete and final PowerPoint presentation by the requested due date for inclusion in the CD Syllabus.
- Should you miss the deadline for inclusion in the syllabus, you are responsible for providing enough high-quality handouts to meet customer demand at no cost to GAFP. (GAFP will provide speakers with estimated session attendance numbers about 10 days before the conference.)
- Refrain from any direct marketing of products, services, software, or other commercial ventures in the CME sessions.
- Make no changes to content, presenters, slides, or delivery after the final presentation has been submitted.
- The primary speaker will receive complimentary registration. Co-presenters will be responsible for paying the published meeting registration fee unless otherwise approved by the GAFP.
- Faculty is responsible for obtaining permission to use any copyright material.
- We may audio record lectures at the conference for future production of CME activities. If we do, you will be notified of our intent to record.

Timeline

- **April 2, 2010** - 2010 Annual Scientific Assembly Submission Deadline
- **May 7, 2010** –Selected faculty notified

Please note: Submission of a presentation for review does NOT guarantee acceptance as a speaker at the GAFP Annual Meeting.



2010 Annual Scientific Assembly
November 11-14, 2010
Cobb Galleria– Atlanta, GA
Presentation Submission Form
DEADLINE – FRIDAY, APRIL 2, 2010

Please fill in all unshaded areas. Complete a separate form for each submission.

1. Submission Type:	<input type="checkbox"/> Presentation This presentation shows work which, at the time of submission was: <input type="checkbox"/> Completed <input type="checkbox"/> In progress
2. Audio Visual Needs:	
3. Title of Presentation:	
4. Name(s) of Author(s) including suffix (if applicable). <u>Underline</u> the presenting author.	
5. Primary Presenter is:	<input type="checkbox"/> Private Practice Physician <input type="checkbox"/> Educator/Faculty <input type="checkbox"/> Resident <input type="checkbox"/> Student
6. Institution Name and Location:	
7. Contact Person: Title: Institution: Address: Phone: Fax: E-mail:	
8. If Presentation is Accepted:	<input type="checkbox"/> Presentation slides can be posted on GAFF Web site: <input type="checkbox"/> Presentation slides are to be kept private.

Please note: Submission of a presentation for review does NOT guarantee acceptance as a speaker at the GAFF Annual Meeting.

Send submissions by e-mail as an attachment to:
Angela Flanigan
Director of Education and Corporate Relations
E-Mail: aflanigan@gafp.org
Phone: 404-321-7445