

Call for Presentations

2014 ITLS International Trauma Conference

November 5 - 7, 2014
Cleveland, Ohio, USA

The International Trauma Conference is created to meet the needs of physicians, nurses, EMTs, paramedics, hospital administrators and EMS administrators from around the world.

ITLS is seeking speakers to present exciting, timely, thought-provoking and educationally sound topics that are relevant to emergency and trauma care with an international perspective.

If you would like to be considered for faculty position at the 2014 International Trauma Conference, please complete and submit a presentation packet to the ITLS office by **Monday, December 1, 2013**. Presentation packets must be completed thoroughly in order for you to be considered. If you have questions, please contact Lora Finucane at loraf@itrauma.org or 888.495.4857 x 219.

Complete faculty proposals should be submitted electronically to loraf@itrauma.org or sent to:

International Trauma Life Support
3000 Woodcreek Drive, Suite 200
Downers Grove, IL 60515
Attn. Lora Finucane

Please do not fax your application.



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General Information

Presenter's Name: _____

Title and Affiliation: _____

Address: _____

City: _____ State/Province: _____ Zip: _____

Preferred Contact Phone:(____)_____ FAX(____)_____

Preferred e-mail address: _____

1. Please attach a copy of your condensed curriculum vitae (CV) (2 pages only) or resume and a biographical sketch of your experience and qualifications.
2. Please list three (3) individuals who can attest to your presentation abilities and notify these individuals that a member of the ITLS staff may contact them for a speaker reference for you.

Name	Telephone Number	E-Mail Address	Relationship

3. Please list similar conferences at which you have presented:

Conference Name & Sponsor	Date	Topic(s) Presented

4. ITLS generally offers faculty the following concessions:
 - One night hotel accommodations per lecture given
 - Complimentary breakfast and lunch during the conference
 - Complimentary conference registration

Please outline your additional requirements below or contact Lora Finucane.



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Presentation Form

Please complete a separate form for each session you propose to present.

Presenter's Name: _____

Title you suggest for this session: _____

A. Type of Presentation (Check one):

- | | |
|---|--|
| <input type="checkbox"/> General Session (presented to all attendees) | <input type="checkbox"/> Clinical (appropriate for ITLS providers) |
| <input type="checkbox"/> Education (appropriate for EMS educators) | <input type="checkbox"/> Research (appropriate for all levels) |
| <input type="checkbox"/> Quality Improvement | <input type="checkbox"/> Management |
| <input type="checkbox"/> General Information Topic | <input type="checkbox"/> Humor (medically related) |
| <input type="checkbox"/> ITLS Chapter Administration | <input type="checkbox"/> Other, please specify: |

B. Proposed Length (Time) of Session: _____

Please note that workshops are generally eight hours; general sessions are usually one hour; and concurrent sessions are usually 1.25 hours. Variations in time allocation may be able to be accommodated. Please allow time for q & a.

C. Co-Presenter(s) needed? YES _____ NO _____

Please note that last minute faculty additions may not be able to be accommodated.

D. Provide Names and Titles of Co-Presenter(s):

E. Attach a CV/resume AND brief biography for each presenter (including yourself).

F. Presentation Description (for use in conference brochure):

Use no more than 150 words. NOTE: ITLS staff will edit final descriptions.



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G. CME/CEU requirements

CME rules have changed and now we need to detail the following items during the application process. Please present information for this topic that will answer the following.

- **Best Practice (what should be/has anything changed in the standards of practice for this topic?):**

Please provide at least 1 bibliographical references for the Best Practice (source of the information utilized, i.e., national guideline, ACEP clinical policy, article from peer-reviewed journal, subject matter expert, committee consensus, etc.)

- **Current Practice (what are common errors/deviations from the standard for this topic):**

Please provide at least 1 bibliographical references for the Current Practice (source of the information utilized, i.e., needs assessment surveys of target audience, interviews (formal or informal) with target audience, published article, subject matter expert, committee consensus)

- **Resulting GAPS (what interventions are indicated from what the Current Practice is to what the Best Practice should be (difference between current practice & best practice; learning objectives should link to gap):**

Please present at least three (3) learning objectives for this topic along with the allotted time for each objective. You may add columns if you have more than three objectives. Break down each objective according to the time to be spent on each objective. The times appearing in the right column should add up to the total lecture time. Tip: Objectives should answer the question: "Following the presentation, the participant will be able to..." and should be measurable.

Learning Objective	Time for each obj.
1)	
2)	
3)	

Teaching Method(s) that will be used (check all that apply)

Lecture
 Hands On/Demonstration
 Panel Discussion
 Question and Answer
 Role Playing
 Case Studies
 Other (please specify): _____

Audiovisual Equipment Required (Check all that apply)

ITLS generally provides a laptop computer, an LCD projector and a laser pointer for faculty to use. All slides must be PowerPoint (no hard copy slides).

Should you need additional equipment, please specify below:

VCR and Monitor
 Overhead Projector
 Dry-Erase Board
 Other: (please specify) _____

Please outline any special setup/space/equipment requirements below. Last minute requests may not be able to be accommodated.

Thank you for your submission. You will be notified regarding the Conference Planning Committee's decision as soon as possible. Please direct any inquiries to Lora Finucane at loraf@itrauma.org.



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