Call for Educational Proposals Guidelines

OVERVIEW

OHCA 2022, to be held May 16 – 19, 2022 in Columbus, Ohio, is an inclusive opportunity for all current and future Association members in the post-acute care and long-term care services and supports profession to engage in exceptional learning experiences that help to advance the quality of care they provide.

OHCA is seeking proposals that reflect sound adult learning principles and feature expert faculty. To deliver exceptional learning experiences, preference may be given to proposals that are positioned to deliver a mix of the following:

Content:
- Reflect innovative, cutting-edge content and evidence-based practice
- Present a scenario with evidence supported by research or data

Instructional Design:
- Stimulate and provoke discussion, audience engagement and outcome-focused content
- Demonstrates relevance of presentation through "real-life" case studies
- Panel presentations featuring professional staff from Assisted Living, Home Care, Hospice, ID/DD and SNF settings and services in addition to consultants

Audience:
- Professional staff from:
    ◊ Assisted Living Communities
    ◊ Providers of Home Care or Home Health Services
    ◊ Hospice Agencies
    ◊ Providers of services to people with intellectual and developmental disabilities
    ◊ Skilled Nursing Facilities

- Experience
    ◊ 50% of attendees have 17 or more years experience
    ◊ 10% of attendees have 13 – 16 years of experience
    ◊ 10% of attendees have 9 – 12 years of experience
    ◊ 10 % of attendees have 5 – 8 years of experience
    ◊ 20% less than 4 years experience

TOPIC AREAS

As you reflect on your proposal please consider the following topics, which are focus areas for the conference program. While proposals may address more than one area, you must select one which is the best fit. Also, keep in mind that staff from all departments within each organization attend the convention.

Example topics noted are intended to help you develop/plan, but we welcome and encourage additional ideas as well.

- Reimbursement & Finance
    ◊ Medicaid Managed Care
    ◊ Medicaid Reimbursement
    ◊ Medicaid Application process
    ◊ Accountable Care Organizations
    ◊ Bundled Payments
    ◊ Medicare Advantage
    ◊ Special Needs Plans (I-SNPs and D-SNPs)
    ◊ PDGM or PDPM – more than an overview, pick one area for a deep dive
    ◊ ICD-10
    ◊ Case Mix
    ◊ Managed Care
    ◊ Cost Report changes
    ◊ Medicaid Waiver for Assisted Living
- Policy & Payment Changes
    ◊ Quality Reporting Program (QRP)
    ◊ Value Based Purchasing
    ◊ Staff Data Collection
    ◊ PBJ
    ◊ PDPM
    ◊ PDGM
    ◊ Hospice payment changes
    ◊ Private Duty Service Expansion
    ◊ Electronic Visit Verification
- Quality Improvement
    ◊ Nursing Home Compare
    ◊ PEPPER
    ◊ AHCA Quality Award Programs
    ◊ AHCA Trend Tracker
    ◊ AHCA Quality Initiative
    ◊ Operationalize the Data - How to Use It
    ◊ QAPI
    ◊ ICF Quality Measures
- Regulatory
    ◊ COVID-19
    ◊ Survey Trends
    ◊ Preparing for Survey
    ◊ Focused Surveys
    ◊ Requirements of Participation (ROP)

- ◊ Conditions of Participation (COP)
- ◊ Legionella/Infectious Diseases
- ◊ Disaster Preparedness
- ◊ Fire Prevention
- Care and Services
  - ◊ Evidence Based Clinical Pathways
  - ◊ MDS
  - ◊ Person Centered Care planning
  - ◊ Documentation
  - ◊ Activity Programming
  - ◊ Falls
  - ◊ Dining & Nutritional Services
  - ◊ Real Food First
  - ◊ Farm to Table
  - ◊ Specialized Rehab Services
  - ◊ Dementia programming
  - ◊ Wound Care
  - ◊ Private Duty Nursing
  - ◊ Hospice Care
  - ◊ IV Infusions
  - ◊ Care Management (IDG/IDT)
  - ◊ End of Life Care
  - ◊ Trauma Informed Care
  - ◊ Specialized Services for People with Serious Mental Illness
  - ◊ Balancing Rights and Regulations
  - ◊ Difficult Conversations with Families
  - ◊ Innovative Approaches to Providing Care
- Administration and Personnel
  - ◊ Facility Assessment (tie-in to revised Conditions of Participation)
  - ◊ Competency Requirement for Nursing Services (tie-in to revised Conditions of Participation)
  - ◊ Understanding and managing the Preadmission Screening and Resident Review
  - ◊ Emergency Preparedness
  - ◊ Marketing and/or Community Relations
  - ◊ Risk Management
  - ◊ Recruitment and Retention
  - ◊ Social Media Management
  - ◊ Home Health Aide Training
  - ◊ Human Resources and/or Labor Law
  - ◊ Managing Overtime
  - ◊ Fostering Compassionate Staff
- Leadership
  - ◊ Organizational Culture and Communication
  - ◊ Staff counseling/motivation
  - ◊ Ethics
  - ◊ Stress management

WHO CAN SUBMIT

Speaking at OHCA is a privilege only the best in the profession can experience. For years, the Ohio Health Care Association has offered a remarkable lineup of education and networking opportunities targeting the needs and concerns of staff in all departments and with varying experience. As the profession's most trusted partner for quality education, we look forward to receiving your speaker application and your help to continue this long-standing tradition.

Anyone can apply to be a presenter at OHCA 2022 – Administrators, nurses, all organization staff, consultants, associate members and professional speakers. The educational program for the convention is being designed to ensure that attendees leave each session equipped with effective strategies to achieve operational excellence in post acute care and long term services and support professionals.

PRESENTATION STRATEGIES

Education should be interesting, exciting, effective, unique and memorable. Use of case studies, handouts and audio/visual equipment is encouraged. We encourage you to craft a proposal that demonstrates a dynamic and innovative plan to disseminate information. The audience is experienced and knowledgeable and expects the most current information and highest quality training available.

Applications are submitted on line and must be completed by December 5.

HOW MANY APPLICATIONS CAN BE SUBMITTED

The committee encourages proposals from different companies and organizations representing different points of view. However, due to the large number of applications received we can only accept two (2) applications from any one speaker and five (5) from any company. Exceptions to the limit will be given for applications that are **solely** focused for assisted living communities, Hospice, Home Care and Home Health Agencies or providers of services to people with intellectual and developmental disabilities.

Thank you for your interest, expertise and most notably time to submit an education proposal for consideration. So that you can plan accordingly, please make note of the timeline below:

Timeline:

Call for Proposals Open:	November 1, 2021
Call for Proposals Deadline:	December 20, 2021
Review Process Completed:	January 10, 2022
Invitation to Present:	January 17, 2022
Agreements Signed:	February 17, 2022
Session Materials Due:	April 25, 2022
Save the Convention Dates:	May 16 – 19, 2022

OHCA 2022

Sample Submission Form

To prepare for completing the required online form, use this sample to gather proposal details and complete information for each presenter/co-presenter in advance.

Once you have compiled all of the information below, please follow the steps at the end of this document to complete your on line application.

Step 1: Proposal Contact

The contact information you share should be who you want us to communicate with regarding the status of your proposal.

Proposal Contact

* First Name: _____

* Last Name: _____

* Email: _____

Phone #: _____

Company: _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Country: _____

Step 2: Proposal Information

Please take the time to submit a thoughtful proposal that clearly articulates the intent of the session. Spell check and grammar helps readability and comprehension.

- **Proposal**
- **Title of Presentation:**
  - ◊ session proposals require clear and concise titles (limit 10 words)
- **Session Length:**
  - ◊ 60, 90 or 180 minute sessions are available
- **Line of Service:**
  - ◊ Select all that apply
  - ◊ Assisted Living, Hospice, Home Care and Home Health Agencies, Skilled Nursing, Providers of services to people with intellectual and developmental disabilities
- **Topic Areas:**

While proposals may address more than one area, you must select one which is the best fit. Also, keep in mind that staff from all departments within each organization attend the convention.

- ◊ Reimbursement & Finance
- ◊ Policy & Payment Changes
- ◊ Quality Improvement
- ◊ Regulatory
- ◊ Care and Services
- ◊ Administration and Personnel
- ◊ Leadership

- **Target Audience:**

While we know that people from many backgrounds may gain value from your proposed session, please indicate no more than 3 that will most benefit.

◇ Interdisciplinary - all will benefit
◇ Activities – Life Enrichment
◇ Administration (owners, CEO's, management, etc.)
◇ Accounting - Business Office
◇ Dining Services
◇ Direct Care Staff
◇ Environmental Services
◇ Human Resources
◇ Marketing
◇ Nursing Services
◇ Social Work
◇ Therapy
◇ Other

- **Session Description - Short:**
  ◇ Outcome-focused description in a short version, pitch this session to prospective attendees in just 50 words. Do not write in first person, no use of "I" or "we".
- **Session Description - Long:**
  ◇ Please describe the overall focus and goal of the session, including key points and supporting topics. What makes your session stand out? Important: Do Not include the speaker, company or names anywhere in the session title or description. Do not write in first person, no use of "I" or "we".
- **Learning Outcomes:**
  ◇ Provide at least three action-oriented and well-thought-out learning objectives that answer the prompt "after this participants will be able to…."

Step 3: Proposal Speakers
Proposal Speaker(s)

Prefix: _____

* First Name: _____

* Last Name: _____

Suffix: _____

Credentials (if applicable): _____

Job Title: _____

How many years experience in post-acute care and long-term care services and supports profession do you have?:

_____

Email: _____

Phone: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Country: _____

Biography: please provide a short biography (limit 100 words) in paragraph format that describes your experience and expertise as it relates to the subject of the content you will be presenting in this proposal. Refrain from using the word "I" as this information will be used at the event if you are selected as your introduction.

Have you presented at the OHCA Convention in the last two years?:

Speaking Experience: Please describe any past teaching, presentation and/or speaking experiences, either with OHCA or another organization, and any feedback you may have received.
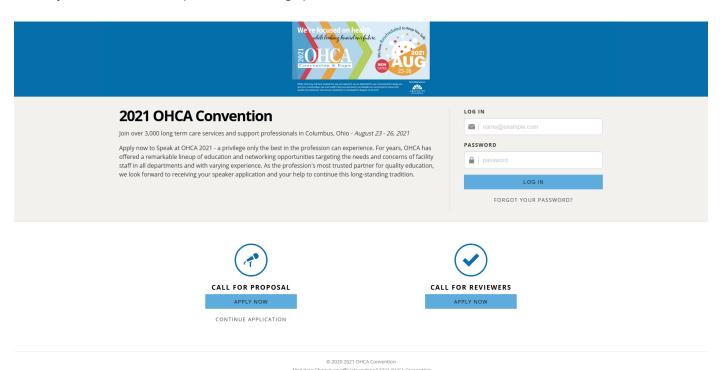
Honorarium: if required: Please leave blank or write fee if required, see note below regarding honorariums.

◊ In an effort to keep registration fees at a minimum for attendees, the convention operates on a limited speaker budget. Therefore, speakers who will waive any request for fees will be given top priority. Keep in mind, however, that OHCA strives to have an expert panel of speakers and does not select speakers solely based on the fact that they will waive honorariums. However, should a topic be submitted by a speaker who will waive their fee they will receive priority.

Expenses: Speakers are provided reimbursement for travel related expenses including airfare, mileage and meal for the day of their presentation. Overnight room accommodations are provided for out of state speakers as well as first morning session speakers. Speakers willing to donate their travel expenses will also receive priority. Keep in mind, however, that OHCA strives to have an expert panel of speakers and does not select speakers solely based on the fact that they will waive honorariums and travel reimbursements.

Online application information:

Step 1: Click this link: https://www.ohca.org/speak

Step 2: Click Apply now under the Call for Proposal Icon

Step 3: Click Add Speaker, you can add additional speaker on next page of online application.