**Speaker Proposal Template - International Forum London 2021**

**Deadline for proposal submission is Wednesday 5 August 2020.**

Please submit this proposal online at <https://internationalforum.bmj.com/london/call-for-speakers/>

**What are we looking for?**

The mission of the International Forum is to bring together the global quality improvement community to create a revolution in patient outcomes.

We do this by sharing innovative performances, ideas and experiences from different countries, professions and healthcare systems, spreading what works (and what doesn’t), and connecting healthcare leaders, practitioners, communities and patients worldwide. You can read more about the aims for the conference [here.](https://internationalforum.bmj.com/copenhagen/about-the-forum/)

We have a strong preference for content that:

* Is co-designed with or lead by patients or service users
* Illustrates ways to facilitate interdependent approaches for achieving improvement within and across settings and systems
* Contains new, innovative and fresh ideas that challenge established practices
* Has a robust evidence base that demonstrates reliable results and increased value

**Who should apply?**

We welcome applications from across the healthcare sector and beyond, including non-clinicians, patients and carers, voluntary / social sector employees and students. We also welcome first time presenters. We're actively seeking to increase the diversity of our attendees, speakers, and sponsors through our calls for proposals, other open submission processes, and through dialogue with the larger communities we serve.

**Please see the end of this document for terms and conditions.**

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| **Part One: Your Work** | |
| **Title of session**  *12 words max*  Make it eye-catching as well as descriptive - if your session is selected this will be included on our website |  |
| **Session description**  *100 words max*  Give a clear, concise and engaging description of what you will be covering and why delegates should attend |  |
| **Learning objectives** | After this session, participants will be able to:  1.  2.  3 |
| **Results and evidence to support the information you are presenting**  *300 words max*  Include a short paragraph with the headline results from your project, including the following:   * What was your theory of change? * What methodology did you use? * What results\* over time did you demonstrate?   \*For example, if presenting an innovative model of care, provide data summarizing the impact it had when it was being developed, the number of patients involved and a description of the settings.  If you wish, you may also include up to 5 references (not included in word count) | . |
| **How were patients and carers involved in the conception, design or implementation of your project?** |  |
| **How will patients be included in the design and delivery of the presentation?** |  |
| **Please indicate if ethics approval for any research work that has been undertaken has been obtained (where relevant)** |  |
| **Have you previously presented this work at either the International Forum on Quality and Safety in Healthcare?**  If yes, please state year and location |  |
| **Have you presented this work at any other conference?**  If yes, please provide details |  |
| **Conference stream**  Please highlight one of the main conference streams in which your presentation would best fit  (Stream descriptions are available [here](http://internationalforum.bmj.com/copenhagen/call-for-speakers/)) | 1. Safety  2. Quality, Cost, Value  3. Person and Family Centred Care  4. Population and Public Health  5. Building Capability and Leadership  6. Improvement methods |
| **Part Two: Format and audience** | |
| **Format and duration**  Please highlight all formats and durations your work can be delivered in.  Please note, not all workshops will be guaranteed a roundtable layout | 1. Theatre style presentation    1. 20 min presentation    2. 30 min presentation 2. Workshop / interactive session    1. 60 min workshop / interactive session    2. 75 min workshop / interactive session |
| **Workshop / interactive sessions only**  How do you plan to introduce interactivity into your session (e.g. through group work, audience engagement technology, practical activities)?  Please also note any restrictions (e.g. number of participants) that we should be aware of. |  |
| **Aimed at which audience groups**  Please highlight all that apply | Student  Clinician  Manager  Senior Leader / CEO  Researcher / Academic  Population health  Policy  Improvement Practitioner  Patients / Carers and their advocates |
| **Aimed at which care sector**  Please highlight all that apply | **Primary care / Community care** (including patient led programmes)  **Secondary care** (Hospital based medicine)  **Integrated care** (Both community and hospital) |
| **Aimed at which level**  Please highlight one level | **Beginner** (people with little or no background in Quality Improvement)  **Intermediate** (people who have worked on and developed QI projects)  **Advanced** (people involved in the spread of QI in their organisation) |
| **Part Three: Your details** | |
| **Presenter One** Eligible for complimentary place | |
| Name |  |
| Organisation |  |
| Country |  |
| Biography (max 150 words) |  |
| Email |  |
| **Presenter Two (if required)** Only eligible for complimentary place if session is 60 mins or more | |
| Name |  |
| Organisation |  |
| Country |  |
| Biography (max 150 words) |  |
| Email |  |
| **Patient co-presenter (if required)** Eligible for complimentary place (subject to meeting criteria in T&Cs below) | |
| Name |  |
| Organisation |  |
| Country |  |
| Biography (max 150 words) |  |
| Email |  |
| **Additional presenters (if required)**  Not eligible for complimentary places | |
| Name |  |
| Organisation |  |
| Country |  |
| Email |  |
| **Part Four: Presentation experience and conflicts of interest** | |
| **Previous speaking engagements**  Please include up to 3 previous speaking engagements per presenter which demonstrates their experience (e.g. poster presenter at IsQua 2019).  If this is your first time presenting at a conference, please state none. |  |
| **Are any of your presenters speaking on behalf of a company or organisation (other than the one listed in your presenter details)? If so, please state** |  |
| **Declaration of competing interests**  For all of your presenters, please declare any competing interests. Include individual interests, and any institution (such as firm, department, laboratory) you are responsible for:   * If anyone will pay you to give this presentation * Who has previously paid for your advice * Who has funded your research * Who has paid for you to attend conferences * If you have any other interest that could be connected with your work (for example, share holdings in pharmaceutical or other companies)   If no competing interests state ‘none’ |  |

**What happens next?**

Successful presenters will be notified by the end of September 2020. Any changes to speakers after acceptance of a presentation for the International Forum must be agreed in writing with the International Forum content team. You can send your notification of a change of speaker to Mark Lenner (mlenner@bmj.com).

**Terms and conditions**

The submission of a completed proposal form does not in any way guarantee the submitter or presenters a speaking slot on the programme. Furthermore, it is not intended to create a legally binding relationship between the presenters and either the BMJ Publishing Group Ltd ‘BMJ’ or the Institute for Healthcare Improvement ‘IHI’. Please be advised that any offer to speak at the event will be subject to terms and conditions to be agreed at a later date.

Please note that all sessions are peer reviewed by the International Forum Programme Planning Committee. Sessions are selected to fit with the annual theme of the conference and the content streams that will be presented each year.

Some presentations may be filmed and broadcast during the event and published online by either BMJ or IHI afterwards – by submitting a proposal you agree for your presentation to be filmed and published in this way.

Competing interests must be declared on this proposal application otherwise the proposal will not be considered. If your presentation is selected, competing interests must be declared both verbally and on a slide at the beginning of the presentation at the International Forum.

The number of free registration places per session will be strictly limited to:

1. Sessions lasting 30 minutes or less - one free presenter place
2. Sessions lasting 60 minutes or more - maximum of two free presenter places
3. Each session is eligible for one additional free place for a patient co-presenter (patients are also welcome to apply as lead presenters)

A patient is defined as someone who has lived experience of using health services as a patient , or as the main carer of a patient. They should have a leading role in the project/initiative and have made a significant contribution to its design, conduct, assessment of outcome and /or subsequent development based on this experience. There will be funding available to cover travel and accommodation for patient presenters, subject to a separate application process.

Funding for travel or accommodation is not provided to general programme speakers presenting at the International Forum.

**If your session is selected, the session and biography information in this proposal will be printed in the International Forum Brochure.**