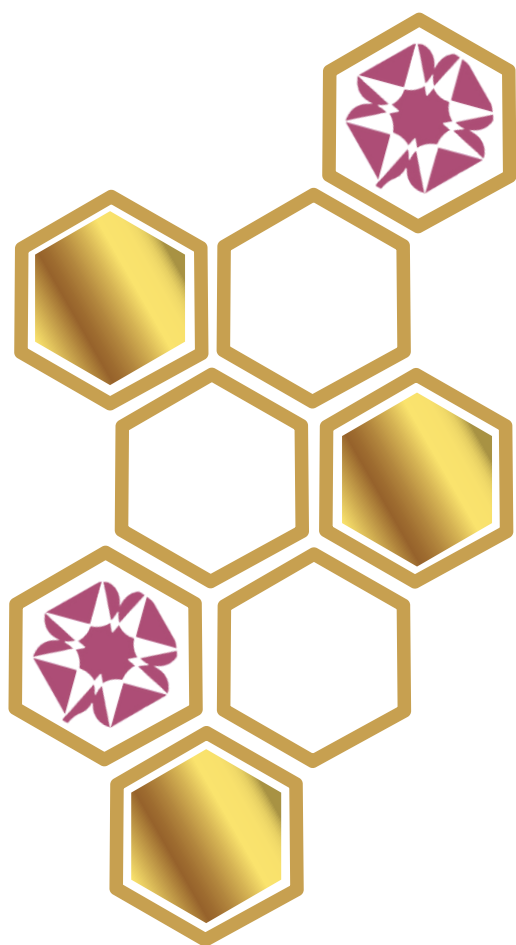




# Call for Proposals

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MINNESOTA NETWORK OF  
HOSPICE & PALLIATIVE CARE

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# MNHPC ANNUAL CONFERENCE

Minnesota Network of Hospice & Palliative Care is thrilled to announce that we will be returning to an in-person conference this year! After enduring a long period of virtual communication due to the pandemic, it is safe to say that we missed the joy of in-person interactions and the sense of community that comes with it. The convenience of technology is undeniable, but it cannot replace the value of face-to-face conversations and the energy that comes from shared experiences. It feels good to be back in person and reconnect with our colleagues and friends. We can't wait to see you all again and make this year's event the best one yet. Our theme for this year is **The Power of Gathering**.

As we reflect on this theme, we are reminded of the importance of community. Just like bees, who work together to create something much greater than themselves, we too are at our best when we come together and collaborate. The connections we make at this event are vital to our personal and professional growth, and we are excited to facilitate those connections once again.

We know that the past years have been challenging for everyone, and we are grateful for your continued support through it all. We are confident that this year's conference will be a much-needed opportunity to come together, learn, and be inspired. Thank you for your commitment to this community, and we can't wait to see you in person!


Best regards,

*Jessica Hausauer, PhD*

Executive Director




# CALL FOR PROPOSALS



**Call for Proposals**  
Deadline to Submit:  
***September 15, 2023***

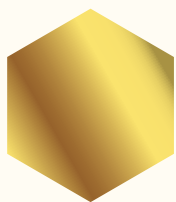
**MNHPC's Annual Conference is back and in-person!**



**April 8-9, 2024  
Radisson Blu  
Mall of America  
2100 Killebrew Dr,  
Bloomington, MN 55425**

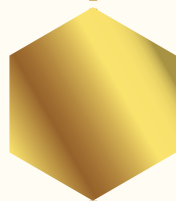
# CONFERENCE GOALS

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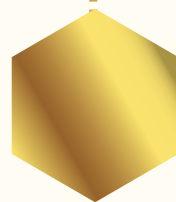


The goal of the 2024 MNHPC Annual Conference, “The Power of Gathering”, is to advance the knowledge of healthcare professionals who provide serious illness and end-of-life services.

## Target Audience



The conference is designed for nurses, physicians, social workers, chaplains, hospice aides, administrators, therapists (music, massage, PT/OT/SLT), volunteer coordinators, volunteers, bereavement coordinators, physician assistants, and home health care, assisted living and skilled nursing home providers. Students of these disciplines are also encouraged and welcomed to attend.





# TOPIC AREAS

Proposals are encouraged, but not limited to, the following topic areas:

Best Practices in Education and Field Training for Providers	Optimizing the Interdisciplinary Team
Clinical Considerations in Palliative Care	Pain and Symptom Management
Culturally Appropriate Care	Patient and Family Education
Diversity, Equity, and Inclusion in Hospice and Palliative Care Organizations	Policy and Advocacy
Emergency Preparedness (Appendix Z)	QAPI
Ethics	Redefining Service Delivery
Family Dynamics and Trauma	Regulatory Review
Health Access and Community Engagement	Reimbursement and Sustainability
Innovations in Hospice and Palliative Care	Team Dynamics and Self Care
Marketing and Fundraising	Telehealth
Mental Health and Terminal Illness	Workforce and Volunteer Development and Retention

# CALL FOR PROPOSALS

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## Session Format and Length

Sessions will be delivered in person in assigned conference rooms at the Radisson Blu. AV equipment will be available in each room. Sessions will vary in length from 60 - 75 minutes - see "Presentation Levels" below.

## Maximum Number of Presenters

The maximum number of speakers per session is three. All speakers must be included on the session proposal at the time of submission. Speakers cannot be added after the review process without approval from the Education and Training Committee.

## Presentation Levels

### Fundamental Proposals

Must contain experience-based learning scenarios (may contain case studies) and introduce participants to basic strategies, resources or tools. Designed for attendees who are new to hospice and palliative care and/or those relatively new to presenting.

### Proficient/Intermediate Proposals

Must contain case studies or experience-based learning scenarios and introduce participants to strategies, resources or tools. May introduce innovative new approaches, technologies, delivery systems, or provide current information on critical and timely topics. Designed for a broad range of attendees at all levels.

### Advanced Proposals

Must contain case studies or experience-based learning scenarios and are grounded in evidence-based knowledge. May introduce innovative new approaches, technologies, delivery systems, or provide current information on critical and timely topics. Designed for attendees with in-depth experience/knowledge in the topic or field of study.



# How to Submit a Proposal

THE POWER OF  
GATHERING  
APRIL 8 & 9, 2024

MNHPC uses an online submission platform. All proposals should be submitted through the online portal. Please note that you cannot save and return to your submission. It must be completed in one sitting. You will receive an email confirmation once submitted.

**Deadline to Submit: September 15, 2023**

[CLICK HERE TO SUBMIT](#)



# ELEMENTS OF THE PROPOSALS

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## **Presenter Information**

Provide your name, address, email address, phone number, organization, position, and credentials. For sessions with multiple presenters, one presenter will be identified as the lead presenter. All presenters will be listed with credentials, but the lead presenter is the main point of contact for the education and training committee.

## **Education and Experience**

Provide degree and certification information and a brief description of your experience, continuing education, or other information that qualifies you for your role as presenter.

## **Co-Presenter Information**

Provide contact, education, and experience information for each co-presenter.

## **Presentation Information**

Choose a primary area of emphasis, and identify your presentation length, level, and target audience. Identify if your presentation is designed to address hospice, palliative care, or both. Give your presentation a title, a brief description, and 2-3 learning outcomes. Identify the teaching tools you will use:

- Question and Answer
- Participant Reflection
- Polls
- Case Studies
- Scenarios
- Problem-Based Learning
- Other

# PROPOSAL REVIEW

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## **Proposal Review, Selection, and Notification**

Proposals are reviewed by the MNHPC Education and Training Committee. General session speakers are invited by MNHPC staff and are not selected through this call for proposals. Reviewers score proposals based on: clear objectives that are measurable, presenter expertise, audience appeal, identification of practice gaps, relevance to conference theme, and appropriate use of teaching tools and strategies.

Proposals submitted by individuals working in commercial interest organizations will not be accepted if the content relates to healthcare goods or services consumed by, or used on, patients that are produced, marketed, re-sold, or distributed by the commercial interest organization.

The Education and Training Committee reviews proposals in Fall 2023. Notification of selection, decline, or wait list status will be emailed by the end of November 2023.

## **Presenter Registration and Discounts**

All presenters must register for the conference.

## **Session Materials**

All conference materials must be reviewed and approved by MNHPC prior to the conference and must comply with ANCC and ACCME guidelines. Deadlines for speaker materials will be communicated and must be met. Materials not submitted to MNHPC for review in advance may not be shown or provided in conference sessions.

## **Disclosure of Relevant Financial Relationships with Commercial Interests**

MNHPC follows the standards of the Accreditation Council for Continuing Medical Education (ACCME) and the American Nurses Credentialing Commission (ANCC) to ensure that our program is absent of bias and conflicts of interest. All planners and presenters must disclose all relevant financial relationships with commercial interests. Disclosed relationships are reviewed for conflicts of interest, and if a conflict exists, MNHPC works with the presenter to resolve the conflict. If the conflict is not resolved or if a presenter refuses to disclose relevant relationships, the session will be removed from the program.

MNHPC will NOT, under any circumstances, accept proposals that promote a speaker's product, service, or monetary self-interest. MNHPC takes the responsibility for ensuring that our conferences are free from commercial bias seriously and will decline proposals that do not adhere to this policy.



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# FOR INQUIRIES, CONTACT US.



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MINNESOTA **NETWORK** OF  
HOSPICE & PALLIATIVE CARE

