

2020 Regional Medical Campus Conference: Call for Proposals

*March 23-25, 2020
Andaz Savannah
Savannah, GA*

Deadline for Submissions is November 19, 2019

The Group on Regional Medical Campuses invites proposals for sessions, innovations and posters for the 2020 Regional Medical Campus Conference. Proposals may represent original research or innovations in distributed medical education. This conference was previously known as the GRMC Spring Meeting, but has been updated to more clearly describe the program.

Submissions will be selected for presentation following peer review by the Program Planning Committee. Proposals incorporating a collaborative focus (between campuses at the same or different institutions or between a regional campus and main campus) or that include students and/or residents are highly encouraged and will be afforded special consideration.

All abstracts must be submitted online no later than **11:59 pm ET November 19, 2019.**

Accepted submissions may have the opportunity to be published in a future edition of the [Journal of Regional Medical Campuses](#) (with appropriate permissions from authors).

We recommend that you prepare your proposal in a word processing application and then paste each component into the corresponding online section.

An abstract submission is considered a commitment to attend the meeting and present if accepted. Abstract decisions will be sent to the first author by January 2020.

Proposal Types

Proposals will be accepted for the following formats: Session/Workshop, Innovation Presentation, Poster (Innovation or Research), and Small Group Discussion.

Session/Workshop Proposals

Purpose: Sessions and Workshops represent an opportunity to examine broad topics from a variety of perspectives, engender discussion, and engage diverse voices. Sessions may consist of multiple presentations on a single theme, or a single facilitated activity. The submission format requires a detailed plan for the session including learning objectives, speakers, and a description of the session. Sessions should describe in detail how the session will generate rich dialogue from multiple perspectives and involve both presenters and attendees.

Time/Format: 45- or 60-minute in-depth presentation or workshop on a specific topic. The Program Planning Committee will determine the length of each session selected.

Session/Workshop proposals are limited to 700 words and must include:

1. Topic: Introduce the issue to be discussed and why it is a timely and important topic to the broader regional medical campus community
2. Learning objectives: What participants will know or be able to do as a result of this session (e.g., key takeaways that the audience should expect)
3. Session Plan: Describe the session timing and structure in detail with specific attention to how the audience will be engaged

Additional Required Items (not included in 700-word count):

1. Title
2. Author(s) and affiliated institutions
3. References

Optional Items (not included in 700-word count):

1. Shareable Resources: Please include any resources that would be helpful to share with your audience. Resources may be uploaded into the system or printed and brought to the session. Full resources or citations are both welcome.

Session/Workshop proposals will be reviewed using the following criteria:

1. Topic timeliness/Interest potential
2. Objectives are clear, focused, learner centered and easily achievable in the time allotted
3. Clarity of content – including method of delivery
4. Creativity and originality of work
5. Adaptability – the idea(s) should have the potential to be adapted to other institutions

Innovation Presentation Proposal

Purpose: Innovation Presentations succinctly describe innovative programs, policies, projects, or practices that further the educational missions of regional medical campuses with emphasis on transferability or adaptability of the innovation to other campuses.

Time/Format: Innovations are 20-minute presentations (sessions are typically 15 minutes of presentation plus 5 minutes of Q&A).

Innovation Presentation proposals are limited to 700 words and must include

1. Topic: Introduce the issue to be discussed and why it is a timely and important topic to the broader regional medical campus community
2. Background and purpose of the program, policy, project, or practice
3. Gap the innovation fills
4. Learning objectives: What participants will know or be able to do as a result of this session (e.g., key takeaways that the audience should expect)
5. How can the innovation be implemented elsewhere (Adaptability)?
6. Potential challenges/barriers
7. Lessons learned or next steps

Additional Required Items (not included in 700-word count):

1. Title
2. Author(s) and affiliated institutions
3. References

Optional Items (not included in 700-word count):

1. Shareable Resources: Please include any resources that would be helpful to share with your audience. Resources may be uploaded into the system or printed and brought to the session. Full resources or citations are both welcome.

Innovation Presentation proposals will be reviewed using the following criteria:

1. Topic timeliness/Interest potential
2. Clarity of content
3. Creativity and originality of work
4. Adaptability – the idea(s) should have the potential to be adapted to other institutions

Posters

Innovation Poster Abstract

Purpose: Innovation posters describe innovative programs, policies, projects, or practices that further the educational missions on regional medical campuses with emphasis on transferability or adaptability of the innovation to other campuses.

Proposals are limited to 500 words and must include:

1. Background and purpose of the program, policy, project, or practice
2. Learning objectives: What participants will know or be able to do as a result of this poster (e.g., key takeaways that the audience should expect)
3. How can it be implemented elsewhere (Adaptability)?
4. Potential challenges/barriers
5. Lessons learned or next steps

Additional Required Items (not included in 500-word count):

1. Title
2. Author(s) and affiliated institutions
3. References

Innovation Poster proposals will be reviewed using the following criteria:

1. Topic timeliness/Interest potential
2. Clarity of content
3. Creativity and originality of work
4. Adaptability – the idea(s) should have the potential to be adapted to other institutions

Research Poster Abstract

Purpose: Research posters promote dissemination and discussion of completed or in progress research either conducted on or describing regional medical campuses.

Research Poster proposals are limited to 500 words and must include

1. Background including purpose and significance of the study
2. Short description
3. Learning objectives: What participants will know or be able to do as a result of this poster (e.g., key takeaways that the audience should expect)
4. Methods
5. Results
6. Conclusions

Additional Required Items (not included in 500-word count):

1. Title
2. Author(s) and affiliated institutions
3. References

Research Poster proposals will be reviewed using the following criteria:

1. Topic Timeliness/Interest Potential
2. Clarity of Content
3. Significance of Results
4. Soundness of Conclusions

Small Group Discussion Proposal

Purpose: Small group discussion topics may address administrative issues, curriculum, evaluation, assessment, or professional development.

Time/Format: 45-60-minute session which include a brief focused presentation by 1 or more presenters followed by exchange between the presenters and the audience. Ample time for questions and comments from the audience, and responses by the presenters should be included.

Proposals are limited to 700 words and must include:

1. Background/Rationale: Why the topic is important, its timeliness, and its relevance to medical education on a regional medical campus
2. Learning Objectives: What participants will know or be able to do as a result of this session (e.g., key takeaways that the audience should expect)
3. Session Methods and Format: Indicate amount of time to be allocated to each speaker or element of the program. Describe the format of the session and the methods that will be used to engage participants.

Additional Required Items (not included in 700-word count):

1. Title
2. Author(s) and affiliated institutions
3. References

Optional Items (not included in 700-word count):



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1. Shareable Resources: Please include any resources that would be helpful to share with your audience. Resources may be uploaded into the system or printed and brought to the session. Full resources or citations are both welcome.

Small Group Discussion proposals will be reviewed using the following criteria:

1. Importance, timeliness, and relevance of topic
2. Clarity of learning objectives
3. Clarity and appropriateness of session format and method (reader knows who is doing what)
4. Appropriate format and methods to engage participants in session
5. Interest potential
6. Clarity of writing

Review and Selection Process

Submissions will be selected for presentation following peer review by the Program Planning Committee. Proposals incorporating a collaborative focus (between campuses at the same or different institutions or between a regional campus and main campus) or that include students and/or residents will be afforded special consideration.

Rating scale for each criterion:

- 1=Poor
- 2=Below Average
- 3=Average
- 4=Above Average
- 5=Excellent

The Program Planning Committee reserves the right to adjust proposal requirements and the selection process as it deems necessary.

Deadline

Submissions should be submitted here **no later than 11:59 p.m. Eastern Time November 19, 2019.**

Questions

Questions regarding presentation submissions or about the Conference should be directed to grmc@aamc.org.

Notifications

Notification of acceptance will be sent in no later than January 2020. All accepted presenters are expected to register for the 2020 Regional Medical Campus Conference and assume responsibility for travel expenses and meeting registration.