



SAVE THE DATE

TORONTO
OCTOBER 5-7, 2020

METRO TORONTO CONVENTION CENTRE | TORONTO, ONTARIO



Call for Sessions Overview

Deadline to Submit:
Friday, January 31, 2020

Ready to Submit?
[Click here](#)

Questions?

Contact Erin or Nancy at
+1.202.434.7213 or
program@advamed.org

Session Proposal Components

- **Session Organizer**
- **Session Title**
- **AdvaMed Member & The MedTech Conference sponsor status**
- **Track**
- **Session description**
- **Why is this appealing to attendees at The MedTech Conference?**
- **Comments**
- **Learning Objectives**
- **Proposed speaker info**

Session Proposal Components

- **Session Organizer** – please provide full contact information for the person that will be serving as the session organizer. This person will receive all notifications and updates.
 - Each organization may submit up to, and no more than, four (4) proposals.
 - If selected, the session organizer will receive additional guidelines and a complete list of program deadlines.
 - Upon confirmation of speakers, AdvaMed will communicate conference logistics directly with all speakers.
- **Session Title** – kindly provide an informative and descriptive title for your proposed session. Please ensure that it is written exactly as you'd like to see it in print.
 - 15 words max.

AdvaMed Membership & Sponsorship

Session proposals submitted by AdvaMed members and The MedTech Conference sponsors are given preference.

AdvaMed Member – A complete listing of AdvaMed members can be found on the website – [members](#) and [associate members](#). If you have a question about your membership status or would like information on becoming a member, please contact Membership@AdvaMed.org.

The MedTech Conference Sponsor – contact sales@advamed.org or call Cassy at +1.571.839.4652 for more information about sponsorship opportunities.

Tracks

Select the track for which this session would be most appropriate. If applicable, choose a second track where this session could appear.

- **Business Strategies**
- **Digital Technologies**
- **Emerging Trends**
- **Global Health**
- **In Vitro Diagnostics Tests & Technologies**
- **International**
- **Legal and Health Care Compliance Best Practices**
- **Patient Perspectives**
- **Payment & Health Care Delivery Issues**
- **Public Affairs & Communications**
- **Regulatory, Quality and Good Manufacturing Practices**
- **Other**

Session Proposal Components

- **Why is this session appealing to attendees at The MedTech Conference?**
 - 100 words max
 - AdvaMed is particularly interested in receiving proposals that will appeal to global, senior-level medtech executives.
- **Learning Objectives:** Please provide three (3) learning objectives that are clear, measurable and achievable.
- **Comments (optional):** How will this session be structured? What do you expect each speaker to cover and why is that perspective important? Anything else to add?

Other Guidelines

- No session proposal should feature more than one (1) individual from the same organization.
- Sessions are not designed to promote one company's commercial interests.
- Speaker lineups must represent diverse perspectives with different companies, sectors, geographical locations, genders, etc.
- Do NOT invite your proposed speakers until you receive notification from AdvaMed that your session has been accepted.
- AdvaMed will issue all invitations to FDA and CMS speakers.
- Confirmed speakers will receive a complimentary registration for the day they are scheduled to speak. Alternatively, speakers may register for a full access badge at a discounted rate (\$795 USD).
- AdvaMed is unable to provide honoraria or reimburse housing or travel expenses.
- [Click here to review the 2019 program.](#)

Grading Criteria

An advisory Program Committee and AdvaMed staff will review all complete, submitted proposals. Each proposal is graded according to the following criteria:

- **Educational Content**
 - *Is The MedTech Conference the right forum for this session?*
 - *Will critical, timely and practical information be shared?*
- **Relevance & Timeliness**
 - *Will this be a hot topic in October 2020?*
- **Novel Topic**
 - *Does this session proposal offer new and important information?*
- **Speaker Expertise**
 - *Are these dynamic and expert speakers?*
 - *Are there one or more top, high quality speakers on session? CEOs, key thought leaders, policy makers and/or people of influence?*
- **Speaker Diversity**
 - *Are speakers from different geographic regions, sectors and companies?*
 - *Are speakers ethnically, culturally and gender diverse?*
 - *Do speakers represent multiple views?*

Timeline

January 31: Session Proposal Submission Deadline

February 5 - 21: First Round of Proposal Review

February 24 - March 31: Second Round of Proposal Review

April 10: Submitters Notified

May 22: Session Schedule Finalized

July 2: Speakers Confirmed

Deadline to submit your proposal is Friday, January 31, 2020.

In February and March, an advisory Program Committee and AdvaMed staff will review and score session proposals.

Notifications will be sent via email in April 2020. Until you receive notification that your session has been accepted, do not invite your proposed speakers.



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