Call for Seminars and Workshops
94th CPS Annual Conference

Submission Deadline: September 15, 2016

The 94th Canadian Paediatric Society (CPS) Annual Conference will be held in Vancouver, British Columbia, May 31 – June 3, 2017. Attendees include paediatricians and child and youth health professionals. The CPS Annual Conference Committee invites seminars/workshop proposals for consideration.

Deadline
Submissions must be received by the CPS no later than Wednesday, September 15, 2016, 12:00 a.m. EST.

FORMATS
Seminars offer a focused, in-depth review or an update on a specific topic, with emphasis on practical and useful information for practising paediatricians and/or innovative topics not generally covered in other educational forums. Each seminar is 1 hour in length.

Workshops provide a hands-on opportunity to hone a specific clinical skill, with ample time set aside for practice, interaction and discussion. Each workshop is 1 hour in length.

SUBMISSION REQUIREMENTS
Proposals must be submitted on-line at www.cps.ca by September 15, 2016, 12 midnight (EST). Incomplete submissions will not be considered.

Proposals must include the following:
1) The preferred format – seminar or workshop;
2) Preferred language of presentation;
3) Category keyword;
4) Title of seminar/workshop. Use a short, specific title, and standard abbreviations. CPS reserves the right to revise the title as necessary.
5) 2-3 sentence summary of the focus of the seminar or workshop (this information will be used in conference promotion). A brief summary of the focus is required to be used as promotional text for the preliminary program and website. Descriptions may be a maximum of 75 words (2-3 sentences) in length. Submissions may be edited by CPS staff.
6) Learning Objectives are SPECIFIC and PRECISE and declare what will be accomplished. They should have a single aim and end-product or result that is easily verifiable. Please provide 3 learning objectives outlining what participants will take away from the seminar or workshop.

Examples of verbs to use in writing objectives: After this presentation, participants will be able to:
- identify, define, select, indicate
- assess, analyze, evaluate
- increase, add, develop, expand, enlarge
- decrease, reduce, lessen, diminish
- start, initiate, begin, establish
- organize, participate, attend
- develop, create, design, construct
7) Why your proposal is important to paediatricians and child and youth professionals;

8) Proposed faculty with name, title, affiliations, e-mail and reason for your selection of the speaker (maximum 2 speakers per seminar or workshop).

Category keyword(s)
The category keywords (see list below) help the Annual Conference Committee identify a specific paediatric subject area. Candidates should choose a maximum of 2 categories that best describe the subject area of their proposal.

- Adolescent Medicine
- Advocacy
- Allergy and Immunology
- Alternative Medicine
- Bioethics
- Cardiology
- Child Abuse and Neglect
- Community Paediatrics
- Complex Care
- Critical Care (ICU)
- Dermatology
- Developmental Paediatrics
- Emergency Medicine
- Endocrinology and Metabolism
- Environmental Health
- Epidemiology
- Fetal and Maternal Issues
- Gastroenterology
- General Paediatrics
- Genetics
- Healthy Active Living
- Hematology and Oncology
- Hospital Paediatrics
- Infectious Diseases
- Injury Prevention
- International Health
- Medical Education
- Medico-Legal
- Mental Health
- Neonatology and Perinatology
- Nephrology
- Neurology
- Nutrition
- Obstetrics and Gynecology
- Ophthalmology
- Oral Health
- Otolaryngology
- Palliative Medicine
- Patient Safety
- Pharmacology and Therapeutics
- Practice/Office Management
- Prevention and Anticipatory Guidance
- Psychiatry
- Radiology
- Respirology
- Rheumatology
- Social Paediatrics
- Sports Medicine
- Surgery
- Technology
- Toxicology
- Other

Self Assessment Program
The Annual Conference program will be integrating Self Assessment Program (Section 3) Credits to selected workshops. Faculty for these workshops will work with a planning committee member to develop a set of questions (with rational and references) that will assess the learners knowledge of the key learning points presented. Further information will be provided once accepted.

Proposals submitted by pharmaceutical companies
Proposals submitted by pharmaceutical companies with employees as principal authors and/or co-authors will NOT be accepted. Research funded by industry that has been approved by a Research Ethics Board, and for which the principal author is not an employee of the funding company, will be accepted for review.

Evaluation
The Annual Conference Committee, representing a variety of interests in general and subspecialty paediatrics, reviews all proposals. Proposals will be judged on relevance to paediatrics, clarity of content and objectives, appropriateness for either a seminar or workshop, and appropriateness of faculty.

Notification of acceptance
You will receive notification of acceptance by November 23, 2016.

FOR MORE INFORMATION
CPS Education Department
2305 St. Laurent Blvd.
Ottawa ON K1G 4J8
Tel.: 613-526-9397, ext. 248
Fax: 613-526-3332
E-mail: meetings@cps.ca