NCHL 2nd Annual All-Member Conference

Chicago November 13-15

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NCHL 2023 All-Member Conference
CALL FOR CONTENT
November 13 – 15, 2023
Westin Chicago River North | Chicago, IL

Why Submit a Proposal?

NCHL's mission is dedicated to advancing healthcare leadership and organizational excellence by building diverse, inclusive, and collaborative relationships in the US and abroad. Since 2022, NCHL has brought together leaders from hospitals and healthcare systems across the US to share evidence-based practices, subject matter expertise, pilot programs, resources, and success stories focused on supporting leaders from across the healthcare spectrum. We encourage submissions from healthcare leaders, early careerists, academic researchers, students, fellows, and all others interested in the work of NCHL.

The conference pays special attention to supporting leaders from the international patient program, global collaborations, talent management, graduate healthcare education management, and administrative fellowships areas of their institutions and aims to provide rich content curated to focus on the primary domains of NCHL's work across its three premier programs– USCIPP, LENS, & NCAF.

Join us in Chicago on November 13-15, 2023, for our 2023 ALL-MEMBER CONFERENCE as we work together to develop equitable solutions to complex healthcare challenges in today's market.

Speakers accepted to the NCHL All-Member Conference receive the following benefits:
- Recognition of your work on a national stage amongst 300+ industry leaders from over 130 institutions
- Ample networking opportunity
- Access to rich professional development opportunities and networking with leaders from across the US
- Discounted registration rate to attend the conference.

Submissions are now open for content and poster sessions!
Proposals are due by:
Tuesday, June 6th, at 11:59pm CT
Contact us with questions at info@nchl.org

Submit a Presentation Proposal Here!

CONTENT AREAS

The NCHL All-Member Conference welcomes proposals featuring forward-thinking tactics, thought leadership and subject matter expertise in the field for the conference's sessions, with priority being given to submissions focused on the content areas listed below.

Content Area	Potential Topics (not an exclusive list)
Sustaining International Patient Programs (USCIPP)	Operations (staffing, attrition, retention strategies, career progression within international departments, and working with hospital HR regarding recruitment and compensation given the unique staffing needs of international programs); strategic planning; patient experience; international finance; marketing; USCIPP & industry benchmarking, etc.
International Collaborations & Partnerships at US Hospitals (USCIPP)	International collaborations & partnerships; quality improvement of care models featured partnerships of USCIPP members; expansion into new markets; global care networks; observerships, physician exchange, fellowships, etc.
The Future of International Healthcare (USCIPP)	Evolving international trends & market dynamics, trajectories for US hospitals' international programs, evolving consumer needs, economic forecasts, new challenges to the medical travel industry, etc.
Understanding and Meeting Workforce Health, Well-being & Social Needs (LENS)	Supporting the long-term well-being of administrative leaders; Organizational advocacy to improve conditions impacting burnout/trauma; Community partnerships and benefits; industry specific challenges; Best practices for leaders; Leadership competency in Well Being; organizational innovation and change initiatives aimed at decreasing distress and burnout; etc.
Establishing and Implementing Leadership and Workforce Development Programs (LENS)	Innovation in Human Resources; Leadership development pilot and pipeline projects; Organizational culture change, employee experience; Return on Investment of HR/DEI/Well-being initiatives; Workforce planning: future of the healthcare workforce; Inter-organizational collaboration; Health Equity; Challenges to DEI; Creating belonging; Breaking down barriers to Inclusion; Clinical leadership development programs; etc.
The Leadership Pipeline: Developing Students and Early Careerists (NCAF, LENS, GEHM)	Admin fellowships, internships, identifying high potential talent, developing talent, retention, higher education programs, next generation of leaders; educating across generations; Finding your why; identifying and living by your values as a leader; relationship and network building; the importance of being involved within the community you serve (volunteering, professional organizations); cross-organizational partnerships; educational partnerships and innovation in people development; etc.
Other Emerging Topics	Additional high impact and evidence-based topics, including but not limited to, cultural competency, multicultural teams, international market development, business strategic alignment and innovation, DEIB, pay equity, HR governance, talent analytics & workforce planning, and more. NCHL recognizes there are a wide range of potential topics where high impact, evidence-based presentations and learning opportunities are needed. Individuals who have implemented a successful program that does not fit into one of the categories above is highly encouraged to still submit a proposal for consideration.

PRESENTATION FORMATS

Conference organizers reserve the right to ask that your proposal be combined with another relevant submission and/or shared through another format, in accordance with the needs of the conference and to ensure programming is relevant and meaningful to conference attendees. (Allow option to select multiple/all)

Educational Sessions

Educational sessions can consist of panel sessions, individual/team presentations, or interactive dialogues and provide an opportunity to share successful strategies with a broad audience. Each session will last a total of 50 minutes with at least 15 minutes reserved for attendee interaction.

We anticipate that sessions will be organized by common topics or tactics and may combine more than one proposal to participate in a panel-style presentation or discussion. In the spirit of collaboration, we hope presenters will be willing to partner across organizations to increase opportunity for inter-organizational learning. If submitted proposals are grouped, NCHL staff will facilitate an introductory meeting and support the combined session by acting as or finding a panel moderator, facilitating planning calls, and answering logistical questions.

NCHL is committed to highlighting high caliber content with special focus on fostering collaborative peer learning and thought leadership. Successful educational proposals will:
- Address practice needs of attendees from diverse professional backgrounds and organizations.
- Highlight key takeaways and how-to strategies.
- Focus on evidence-based, scalable, and replicable models.
- Demonstrate value and measurable impact of the implemented program.
- Encourage engagement and interaction from participants.

Learning Lab Sessions/Workshops

We are seeking healthcare leaders willing to facilitate small group learning labs (up to 40 participants maximum) on a topic of their choice. Leaders who have created and implemented a training and organizational development initiative at their institution and are willing to share this training with conference attendees are encouraged to submit a proposal.
Accepted learning lab/workshop proposals can include a 75-, 80-, or 90-minute initiative to be lead as an on-site training for a small group of conference participants. The goal of these learning initiatives is to showcase a valuable training the presenter, and their team have created and implemented at their own organization, with the goal of sharing the process, resources, and outcomes of their training program with participants. Attendees of the learning lab will walk away understanding how they might scale and implement a similar training within their own organizations.

Innovation Intensive Sessions

We are seeking healthcare sector leaders willing to facilitate group Intensives on a topic of their choice. Leaders who are leveraging metrics, data driven programming, futuristic innovation, and paving the way for the future will be given priority. This is meant to be a deep dive into a complex topic with opportunities for participants to be engaged in smaller group (no more than 40 participants) for an extended 90-120-minute session. Potential topic examples include benchmarking, short and long-range workforce planning strategies, understanding the micro and macro-economic implications of today's challenges on hospitals, diagnosing, and changing organizational culture, workforce of the future, health policy outlook, quality of care delivery, operationalizing theoretical frameworks, and more.

Poster Sessions

Poster displays at the NCHL All-Member Conference breakdown and highlight specific improvement projects completed by program members. They are a high value adding component to our conference, providing a unique opportunity for program participants to share their organizational initiatives and celebrate their successes with their peers. We encourage teams and individuals to submit a specific initiative for consideration. Selected poster presentations will have the opportunity to present for 10 minutes on their organizational initiative, learnings, research, and best practices. This is a great opportunity for students, fellows, and early careerists to showcase their skills and network with others in the healthcare sector

SELECTION CRITERIA

Submitted proposals will be evaluated by a panel of subject matter experts utilizing specific criteria, including:

- Has the topic proposed demonstrated a measurable impact? Will the presentation include data driven and evidence-based measures? Is the outcome or impact of the project, both positive and negative, included in the presentation?
- Does the presentation integrate with partner programs, community programs, or include the perspectives and interests of patients impacted? Does the proposal include meaningful collaboration between multiple teams?
- How does the proposal showcase scalable, measurable, and adaptable tools or models? Is it clear how this presentation will benefit the audiences' healthcare organization, community, or personal work? Does the proposal include the "how" and "why" of the topic?
- Is the proposed topic innovative, original, or does it stand out in a way that makes it unique?
- Does the proposal demonstrate how the subject presented on is scalable, sustainable, and measurable?
- Is the topic relevant to healthcare leaders from NCHL's Premier programs? How?
- Is the proposal clear, with outlined learning objectives and easy to understand components?

If your organization is interested in designing a breakout session or sponsoring the event, please view our 2023 All-Member Conference Sponsor Prospectus.

SUBMISSION INSTRUCTIONS

Proposals must be submitted electronically via Qualtrics. Please fill out all aspects of the proposal form.

Step 1 – Presenter Information

Please fill out all sections of the presenter information form. All individuals who will be presenting during the session should be included in this submission. Please note that a maximum of 3 individuals may present during a single session. The primary presenter will receive a confirmation email upon submission. Please notify any individual you are adding as an additional presenter about their involvement in this submission before adding their name.

Information needed for all presenters (* indicated required for all presenters)

- Number of Speakers
- First Name, Last name, Pronouns
- Email Address
- Title
- Organization
- LinkedIn Profile
- Biography of primary presenter (max 1000 characters)
- Headshot
- Demographics of any additional speakers

Step 2 – Session Information

1. Session title:
2. Short description (up to 750 characters) of the proposed presentation, including key takeaways and impact for audience members. You are strongly encouraged to clearly indicate the key takeaways of your presentation. This description will be shared in the agenda and content session descriptions and should be clear, concise, and unlikely to change prior to conference.
3. Learning objectives (3) for the presentation (up to 750 characters). These objectives should emphasize the information or tools that the attendees will be able to apply to their work.
4. Preferred presentation format/s.
5. Content area to which the presentation best relates.
6. Do you consent to share your presentation materials with conference attendees?
7. Do you agree to adhere to the deadlines and timelines outlined for conference prep?

The following questions will help conference planners ensure a diverse offering of sessions and create a robust agenda for attendees.

8. Health care organization types represented in the session as a presenter or case example:
   - Community partners or Partner Institutions represented in session as a presenter or case example:
   - List organizations represented in session via presenters and case example.
   - Provide additional information on the value of presenting on your chosen topic to the NCHL community (300 words or less)

CONFERENCE FEES

Presenters are invited to register for the conference at a discounted rate of $600 per person. Confirmed presenters will receive a discount code after submitting their speaker agreement to NCHL. NCHL does not reimburse for travel or hotel.

TIMELINE

PRESENTER TIMELINE	
PROPOSAL SUBMISSIONS OPEN	Monday, April 24th
PROPOSAL SUBMISSIONS DUE - All proposals must be submitted electronically.	Tuesday, June 6th
NOTIFICATIONS SENT - NCHL will notify all applicants of their application status via email.	By Mid-July
ACCEPTANCE OF OFFER - All presenters of accepted sessions will be required to fill out the speaker agreement form via email to confirm participation in the conference.	July 21st
SESSION DETAILS CONFIRMED - The conference agenda is scheduled to go live in August 2023 so one presenter will need to approve and finalize session details (title, description, speaker names, etc.) via with their NCHL Lead. NCHL will accommodate updates after this date due to emergency speaker changes or additions. Please note that changes to speakers or presentation titles will be updated in real time after this date.	August 14th
SESSION FACILTATION - NCHL staff leads will schedule a 30-minute speaker prep call with all session participants, provide any needed support and answer logistical questions.	August 14 – September 1st
UPDATED SESSION MATERIALS DUE - Presenters must submit final slides in PPT widescreen format to their respective team leads by email. No videos will be accepted or incorporated into presentations. All speakers should submit any changes to their titles or biography by this date. *Presentations will be available to conference attendees in PDF format two weeks prior to the event. Materials mentioned during the session that were not included originally can be added after the event*.	September 29th
NCHL All-Member Conference	November 13-15

Please note that this document is only meant to prepare you for the online application process.
The actual application must be submitted via the Online Platform by
Tuesday, June 6, 2023, at 11:59 p.m. CT