



ACCREDITING BUREAU OF HEALTH EDUCATION SCHOOLS
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**2012 9th Annual National Conference on Allied Health
Education
Breakout Session Proposal Guidelines for a
60-minute presentation**

**Wednesday-Friday, February 22-24, 2012
The Encore Resort Las Vegas**

ABHES continues to strive to provide a variety of breakout sessions at its conferences that focus on issues relevant to allied health educators. **We are currently seeking presenters from the private education sector, including ABHES-accredited institutions and programs,** to conduct breakout sessions at its 2012 Annual Conference.

The topics below are a compilation of suggestions obtained from the conference survey. These are suggested topics only and are not meant to limit the scope of proposals to be submitted. A focus on health education is of most interest to our audience.

1. Retention
2. Placement/Career Services
3. Distance Education/Hybrid Programs
4. Program Effectiveness Plans/How to increase effectiveness
5. Surgical Technology Program Training & How to Secure Externship Sites
6. Interpreting accreditation standards and staying in compliance/Preparing for a ZERO-Violation Team Visit
7. Technology in the classroom
8. Admissions/Marketing
9. Financial Aid Updates
10. Compliance with State and ABHES standards
11. Teacher Training
12. Professional Development/Motivating staff, staff retention, grooming future directors....something motivating, interactive – fun

NOTE: There must be a complete lack of reliance on one “product” or methodology that could relate to sales. **Sessions must be training in nature and cannot directly or indirectly be used as a sales forum.**

If interested in submitting a proposal, please provide the following:

- Topic
- Title of Presentation
- Session description (100-words or less, brochure-ready, proposal description); objectives and target audience.

- Name, title, company, address, telephone number, and e-mail of the presenter(s) (**Be sure to also include such information for the preferred contact if the contact is not the presenter**)
- Full Biographical Sketch and Curriculum Vitae of the presenter(s)
- Audio visual equipment request(s) and room set-up (theatre, classroom, roundtables, etc.) (**Note: Basic AV equipment, such as microphone, LCD projector package, and flip charts can be provided at no charge, but the cost of special AV equipment requests will be made available at an additional cost to the speaker(s).*)
- Any additional materials you would like ABHES to consider
- Attention Vendors: Identify if you have exhibited at an ABHES conference in the past and/or are interested in exhibiting in 2012.

Please e-mail the completed proposals by no later than **Monday, August 1, 2011, to India Tips, Assistant Executive Director, at itips@abhes.org with **“ABHES Conference Proposal”** in the subject line.**

Results will be provided via e-mail by September 30, 2011.