



## OHNA Presentation Proposal, Abstract Submission Process, and Required Documentation

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OHNA is licensed by the California State Board of Nursing as a Continuing Education Provider for nursing hours. To remain licensed, all presentations given at OHNA conferences must meet specific requirements.

The accompanying document defines what is required if you are approved as a presenter. In submitting your proposal, please keep in mind you must be able to provide all the documentation.

A proposal may be submitted at any time. To submit a proposal for consideration, please prepare a 400-450 word essay describing your modality/topic, etc., and how it aligns with the conference theme. The following information is required:

A proposal consists of a summary of the presentation that includes:

- the purpose of the presentation
- the outcome of the presentation
- tools that will be provided to the participants
- ways participants will be able to apply the tools to themselves
- ways in which participants will be able to use the tools with their clients/patients
- activities the presentation will incorporate to integrate the learning experience (required)

### **2020 Conference Theme - Breaking Ground: Cultivating A Holistic Paradigm**

The presentation must be evidence-based, and a bibliography will be required if the presentation is approved.

Please submit your proposal to the Conference Coordinator at:

[info@oregonholisticnurses.org](mailto:info@oregonholisticnurses.org)

Should your proposal be accepted, the following documentation will be required, as indicated by the timeline below:



## **Required Presenter Documents**

**To provide nursing continuing education contact hours through the California Board of Nursing, we must have the following documents on file:**

**A. Initial Documents – *due February 15:***

- An **abstract (brief course summary)** for the official conference webpage
- A **brief bio** for the official conference webpage
- A **photo** of yourself to post on our website
- A **resume or curriculum vitae** – it must include:
  - your training and experience in the topic you will be presenting
  - identify if you have had education in adult learning principles

**B. Second set of documents - *due April 15***

- A **detailed outline of the content of your presentation** (outline grid provided to cover all areas) – it must include the following, keeping in mind the topic title of your presentation to tie it in to the conference theme:
  - The behavioral objectives you expect the attendees to achieve by the end of the presentation (please use the verbs from the attached Bloom's Taxonomy charts)
  - Include time frames for each segment of your outline (you are limited to a 2 hr presentation)
  - How you will present the material, i.e. lecture, video, discussion
  - How you will invite the attendees to participate in the experiential application, i.e., group activity, dyad/triad activity, demo/return demo, hands-on, etc
  - How attendees might use your modality topic personally **and** professionally
  - How you will assess and evaluate comprehension of your material throughout your presentation.

**C. Remaining Documents (last set) – *due June 15***

- Current evidence-based research** to support your presentation (References/Resources section)
- PowerPoint Presentation** (if applicable)
- Handouts** (for 'green' distribution online)