

Society of Family Planning Annual Meeting  
October 19-21, 2024  
Detroit, MI

### Call for session proposals

Join us as we bring together scholars, clinicians, and partners from a range of disciplinary and specialty backgrounds who are united by a shared interest in advancing science that will lead to more just and equitable abortion and contraception.

#### Key dates

- February 22, 2024 (6:00 am PT/9:00 am ET): Session submission opens
- March 20, 2024 (8:59 pm PT/11:59 pm ET): Session submission closes
- May: Pre-conference session acceptance notification
- July: Main conference acceptance notification

#### Quick access links

- [Topics](#)
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We invite proposals for sessions that focus on timely family planning topics, share new and applied research findings, provide concrete solutions to common difficulties in delivering clinical care, address challenges and invite discourse in conducting research, and promise to advance just and equitable abortion and contraception informed by science. We seek submissions that innovate, inspire, generate solutions, and drive impact.

In terms of **presenters**, we are particularly excited about panels that bring together presenters with new, multidisciplinary, and diverse perspectives, and a range of lived experience, prioritizing individuals who identify as Black, Indigenous, people of color, who represent a range of geographic locations, and that contain multidisciplinary perspectives.

In terms of **format**, we encourage proposals that make the most of an in-person gathering.

In terms of **topics**, we are interested in proposals that:

- Shed light on the perspectives and needs of populations commonly overlooked or underrepresented, including adolescents, Black, Indigenous, or people of color, people with low-incomes, people who are transgender or gender non-binary, and people with complex health conditions or disabilities.
- Amplify the contributions of the many clinical fields that shape abortion and contraception care, including complex family planning, family medicine, endocrinology, internal medicine, midwifery, nursing, pediatrics and adolescent medicine, pharmacy, sexual and reproductive health, social work, and more.
- Provide practical guidance and describe techniques and visionary innovations for addressing common difficulties in delivering abortion and contraception care using real world examples.
- Address pressing gaps in research on topics such as conceptualizing race, ethnicity, and/or gender, and best practices in anti-racist and community engaged research, comparing different service delivery models, centering patient safety, and influencing evidence-informed and person-centered policy.
- Demonstrate techniques and methodologies for using evidence-informed and person-centered research to affect change.
- Engage in multidisciplinary discussion that share intersectional approaches to research and clinical care *post-Dobbs*.
- Explore use of AI in clinical, research, and/or educational settings.
- Offer best practices for supporting the full range of contributors to the abortion and contraception care workforce.
- Address the impact of current court cases and provide strategies for navigating access to and delivery of abortion and contraception care.
- Offer tangible solutions for addressing field-wide issues, such as bias, racism, and sexism.
- Engage around a vibrant debate of a pressing question in the field.
- Focus specifically on the US, or have applications for the US setting.

### **Diversity on panels**

The Society of Family Planning has a fundamental commitment to Diversity, Equity, and Inclusion in our governance and programming. One of the ways we reflect on this in our programming is to closely review the demographics of presenters and award nominees as well as the content of sessions and abstracts. [Read our Diversity, Equity, and Inclusion Vision Statement here](#) to ensure alignment. Proposals with presenters able to bring diverse perspectives are more likely to be accepted for presentation.

### Session details

Session proposals will be considered for the following formats:

- **Pre-conference workshops:** 180 minutes, open to attendees who pre-register. Should deliver in-depth training on clinical practices, career development, best practices in sustaining a clinical or research career, collaboration across disciplines, building a more inclusive family planning field, hands on demonstrations, or other topics that require more time than a standard session, and have anywhere from 75-125 people in attendance. **Held on October 18.**
- **Main conference, plenary sessions:** 75 minutes, open to all attendees, are scheduled without competing sessions, and have approximately 1,300 people in attendance. A question and answer period of 15 minutes is recommended. **Held October 19-21.**
- **Main conference, concurrent sessions:** 60 minutes, run simultaneously with other sessions, and have 200-250 people in attendance. A question and answer period of ten minutes is recommended. **Held October 19-21.**

### Presenter roles and information

- **Moderator/lead contact:** responsible for confirming presenter participation, acts as the primary point of contact between presenters and Society staff and submits the final presentation, is responsible for leading the panel discussion and for keeping the session focused on the topic at hand and on time, should be selected to bring balance to the panel and should be comfortable with facilitation. May also act as a presenter.
- Each panel should designate one moderator, lead contact, and secondary contact. While it is recommended that the moderators and lead contact are the same person, you can identify two different people on the form.
- **Secondary contact:** presenter who can be contacted if the moderator is unable to respond.
- **Presenter:** responsible for the content and presentation, and may be subject to change at the discretion of the meeting organizers.
- **Presenters and moderators must register for the meeting and are offered a discounted conference registration fee.** They are responsible for their own travel, hotel arrangements, and expenses.
  - There is limited funding available for presenter support for those without institutional support. The submitter will have the opportunity to request specific support on the submission form for any presenter on the panel. This funding is subject to approval and is not guaranteed. We ask that you follow the prompts to provide details.
  - Faculty are welcome to pay the full registration fee if desired to help keep conference fees affordable to all who wish to attend.
- Panels should have 4-5 members for ideal session timing.
- To ensure a diversity of panelists, no one may act as a panelist or moderator in more than two sessions (with the exception of oral abstracts).
- **Please note that employees of a commercial interest are not permitted to present in an ACCME accredited session.** If selected as faculty, all presenters

will be asked to complete a Conflict of Interest form. Failure to submit this form and resolve any conflicts of interest by the deadline will result in presenter removal.

### About our attendees

- Information should be presented at an advanced level. The average Annual Meeting attendee has extensive training or experience in family planning and is up to speed on general background information.
- The audience aspires to engage with what is happening in other settings and apply new tactics to take back to their institutions located across the US.
- Attendees represent a mix of clinicians, researchers, students, residents, and current or graduated fellows in Complex Family Planning and other fields.
- Attendees respond to sessions that have diverse perspectives, are inclusive, inspirational, thought provoking, encourage intersectionality and collaborations, contain relevant and applicable information, and are data-driven.

### Review process and criteria

All session proposals will be reviewed by clinicians and scholars who represent a broad array of disciplines using the following criteria:

- Does the proposal address an important and/or timely topic in the field of family planning?
- Is the proposal thoughtfully conceived and well-developed with proper learning objectives?
- Does the proposal include relevant presenters with new, interdisciplinary, and diverse perspectives that align with the [Diversity, Equity, and Inclusion Vision Statement?](#)
- Is the proposed presentation format an effective way to communicate information and engage the audience?

### Submission guidelines

All session proposals must be submitted by logging into this [online submission form](#)<sup>\*</sup>, Create a login or update your existing login.

Submission fields:

- **Formatting requirements:** Please avoid using abbreviations or acronyms that do not clearly explain the session's content. Title, published description, and presenter information will be used in meeting materials for accepted sessions.
- **Title (no more than 85 characters):** Briefly identify the content and give a clear idea of what will happen in the session.
- **Session description (no more than 150 words):** Describe the topic to be addressed.
- **Published description (no more than 50 words):** Provide a clear and concise summary of what will be presented. This will appear in promotional materials if the session is accepted.
- **Relevance to field:** Address how your session will move the field of family planning forward (clinical practice, policy, programs, etc.)

- **Learning objectives:** List 3-5 learning objectives that address the intended changes in knowledge, skills, and/or attitudes. A clear learning objective states what the learner will be able to do upon completion of the activity, in terms of behavioral change. The learning objective should be stated in a specific measurable way. Avoid words that are not measurable, such as: to know, to understand, to appreciate, to improve, to learn. Learning objectives are essential to ensure accreditation of the Annual Meeting.
  - Example: Upon completion of this activity, the participant should be better able to define the step-by-step principles of the surgical treatment of the hand.
  - Please [click here](#) for a guide to writing clear learning objectives.
- **Format:** Select the format(s) that will be used during this session to engage or involve the attendees in the learning process. Examples include fishbowls, panel discussion, debates, interviews, storytelling, or role-playing and should provide concrete action items.
- **Timing:** Indicate the timing that best suits your proposed session. Pre-conference workshop (180 minutes), Plenary (75 mins), or concurrent (60 mins).
- **Plenary:** Do you want your submission to be considered as a plenary?
  - If you click “yes” your concurrent submission will also be considered for a plenary slot.
  - Pre-conference workshops will **not** also be considered for plenaries.
- **Track designation:** Please select a track designation. Note: Track assignments are used for reviewing purposes and are subject to change.
  - Basic science (eg, fundamental or bench research such as biochemistry, microbiology, physiology, and pharmacology)
  - Clinical practice (eg, skills, best practices, and guidelines)
  - Medical/graduate education, training, and workforce-related topics
  - Policy (eg, guidelines, strategies, proposals, and legal trends)
  - Population health (eg, public health, health service delivery, ethics, and health equity)
  - Research practice (eg, skills, best practices, and innovations when conducting research)
- **Presenter information:** Please be prepared to submit specific contact and demographic information about each presenter.
  - The email addresses entered will be used as the point of contact if the session proposal is selected.
  - [Click here](#) to view the questions asked for each presenter.
  - Please indicate one person per panel for moderator/lead contact and secondary contact. Indicate the rest of the panelists as presenters.
- **Diversity, Equity, and Inclusion Vision Statement:** Please describe how your panel aligns with the Diversity, Equity, and Inclusion priority areas.
  - In a few sentences please explain in detail how your panel aligns with our [Diversity, Equity, and Inclusion Vision Statement](#).
  - This question is used during the selection process to ensure panels presenting at the Annual Meeting are in direct service to our Diversity, Equity, and Inclusion vision for the organization.

- A strong statement should include points that address the following areas:
    - The racial and ethnic makeup of your panel.
    - The populations you are addressing in your presentation.
    - How the topic intersects with the lived experience of the panel and/or the communities they serve.
- **Social media:** Panels may choose if their session can be discussed on social media during the conference. Would you and your panel be comfortable with social media coverage by participants during your session? Click here to review the [social media policy](#).
- **Presenter support:** We have a very limited amount of funding available to support presenters who do not have institutional support to attend the conference, and would not be able to attend without financial assistance. Are any of your presenters without institutional support and unable to attend unless the Society provides support to attend?
  - Please note: This funding is subject to approval and is not guaranteed. This will not impact the review of this session. If your panel is accepted, we will follow up to assess if we are able to provide the requested support.
  - If answered “yes” above, how many presenters need presenter support?
  - If answered “yes” above, is there any other information you would like to share?
- **Presented elsewhere:** Do you intend to present this session at another conference or have you presented this session at another conference? If so, which conference?
- **Accessibility accommodation:** We strive to host inclusive, accessible events that enable all individuals to engage fully. To request an accessibility accommodation that would support any member of your panel, please describe here.
- Please describe any further considerations for this session.

**\*If selected, the information provided in this form (names, titles, institutions, descriptions) will be used in online and printed conference materials.**