

Society of Family Planning Annual Meeting

October 9-10, 2020

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.

Call for late-breaking COVID-19 session proposals

Key dates

- Thursday, July 23, 2020 (9:00 am ET): Late-breaking COVID-19 session submission opens
- Wednesday, August 12, 2020 (11:59 pm ET): Late-breaking COVID-19 session submission closes
- September 2020: Acceptance notification

This call is for one plenary session that will be open to all attendees, run 50 minutes, and be scheduled without competing sessions. This panel will be the opening plenary on Saturday, October 10, 2020 during the two-day livestream. All presenters are encouraged to include ten minutes for discussion and Q and A.

We seek submissions that bring a multidisciplinary perspective to issues related to COVID-19 and family planning. Submissions may address clinical care, research, and/or policy and capture challenges, opportunities, innovations, and solutions relevant to COVID-19 and family planning. We welcome panels with projects in all stages of development.

We are seeking submissions that:

- Share timely research findings from all academic fields relevant to how service delivery of abortion and contraception has adapted to the COVID-19 pandemic.
- Address how the COVID-19 pandemic has impacted populations commonly overlooked or misrepresented, including Black, Indigenous, and People of Color, people with low-incomes, people who are non-gender conforming, and people with disabilities.
- Offer solutions for addressing field-wide issues, such as bias, racism, and sexism within the context of the pandemic.
- Share learnings, inspirations, and innovations in the field of family planning while living through this public health crisis.
- Focus specifically on the US, or have clear applications for the US setting.

Late-breaking session submission guidelines:

- We will not review a session proposal already submitted to the Society of Family Planning Annual Meeting.
- We will not accept submissions that have been presented previously at other virtual conferences.

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:

- Is the proposal timely and does it address COVID-19 and the impact it has had on the field of family planning?
- Is the proposal thoughtfully conceived and well-developed with proper learning objectives?
- Does the proposal include relevant speakers with new, interdisciplinary, and diverse perspectives?
- Is the proposed presentation format an effective way to communicate information and engage the audience?

Speaker roles

- Lead contact—responsible for confirming moderator and speaker participation; the primary point of contact, coordinating between presenters and moderator; may also serve as a panelist.
- Presenter—responsible for the content and presentation, and may be subject to change at the discretion of the planning committee.
- Moderator—responsible for leading the panel discussion and for keeping the session focused on the topic at hand and on time; may also be the session organizer; should be selected to bring balance to the panel.
- Session organizers, panelists, and moderators are offered a discounted conference registration fee.
- 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 speaker removal.

Diversity on panels

The Society of Family Planning strives to build and support an inclusive, multidisciplinary, diverse, skilled, and well-connected community of emerging and established scholars. One of the ways we reflect on this in our programming is to examine the diversity of presenters in proposed sessions and abstracts. Session organizers are strongly encouraged to make good-faith efforts at an inclusive roster and may be asked to modify their panel to include a wider range of voices. Proposals with diverse perspectives are more likely to be accepted for presentation. We are particularly interested in proposals that include presentations from Black, Indigenous, and People of Color, people from across the US, and people with diverse disciplinary backgrounds.

Submission guidelines

All session proposals must be submitted using the [online submission form](#)*, which includes the following:

- Formatting requirements: Please avoid using abbreviations or acronyms that do not clearly explain the session's content and be sure to write in complete sentences.
- Title (no more than 15 words): 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 (present tense) 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 outcomes: List three to five learning outcomes that address the intended changes in knowledge, skills, and/or attitudes. Learning outcomes should be clearly measurable and should not begin with general words or phrases such as "understand" or "be better able to." Please [click here](#) for a guide to writing clear learning objectives.
- Format: Describe how the session will engage or involve the attendees in the learning process. Examples include polling, debates, case studies, role-playing, and interviews..
- Speaker information: Please be prepared to submit specific demographic information about each speaker. [Click here](#) to view the questions asked for each

speaker. Please include a statement explaining how the speakers on your panel will contribute to a session with diverse perspectives.

- Media and social media: Would you and your panel be comfortable with media or social media presence during your session?
- Presented previously: Do you intend to present this session at another conference or have you presented this session at another conference?
- Special needs or 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.**