**IPAC BC Chapter Meetings Presentation Application**

(for Individuals, Industry Representatives or speaker nomination)

**To IPAC BC Past President:** Click or tap here to enter text.

**Please accept a proposal to present on IPAC BC Chapter Meeting planed for following date:** Click or tap to enter a date.

**Title of the Presentation:**Click or tap here to enter text.

**Name of the Presenter:** Click or tap here to enter text.

**Job title of the Presenter:** Click or tap here to enter text.

**Affiliated Organization/Health Authority/Facility/Company:** Click or tap here to enter text.

**The following is a brief summary of the presentation:**

(For Infection Prevention and Control Professionals please indicate if you are presenting on post-conference attendance, your own research, project results, quality academy project, poster presentation or oral presentation)

Summary: Click or tap here to enter text.

**Application submission date:** Click or tap to enter a date.

I, the presenter, have reviewed the following presentation requirements:

* All presentation content will be conducive to facilitate and support the educational needs of IPAC BC members and provide opportunities for sharing knowledge and quality improvement initiatives
* Request to present with content and Power Point Presentation
* IPAC BC Past President will review the request and presentation content and will confirm acceptance and schedule a presentation with the presenter up to 2 weeks of receiving the application
* Presentation MUST be submitted to IPAC Past President at a minimum of 4 weeks prior to the planned presentation date
* Time for presentation is 30 to 60 minutes unless specifically agreed/approved by IPAC BC executives
* Any disclosures when it comes to the content should be part of the presentation
* Industry representatives are welcome to present with the following IPAC Canada and IPAC BC requirements
	+ Industry may be invited or can approach IPAC BC Executive team to present an education session during a chapter meeting
	+ The presentation may not include a direct product promotion but must be evidence-based and scientifically support best practice recommendations
	+ The presentation may not include comparison between products of differing companies
	+ One slide may be added which notes the products provided by the presenting company which support the practice recommendations
	+ The presenting company may be invited to have an exhibit table at which product information is provided
	+ The presenting company may sponsor the meeting lunch or other activity in return for the presentation opportunity
	+ Presenting companies do not need to be restricted to member companies
	+ Fees for the event sponsorship will be paid directly to the chapter. GST/HST shall not be added to meeting/event sponsorship
	+ Communication from industry with product-related marketing should not be posted or distributed to members
	+ Communication from industry with educational information, e.g. invitation to webinars or tele Webber classes, white papers, scientific studies, can be distributed to members
* The following will be included in the presentation:
	+ Include an acknowledgement slide identifying any relevant stakeholders and contributors
	+ Include an affiliation slide (e.g., University of British Columbia, Company name)
	+ Include a conflict of interest slide (i.e., presenters must disclose any conflict of interests or if there are none, clearly indicate this)
	+ If you are sharing any pictures, ensure consent is obtained
	+ If you are sharing data, ensure consent is obtained from data stewards and appropriate departments

Application Approval Date: Click or tap to enter a date.

Signature of the Presenter Applicant:

Click or tap here to enter text.

Signature of the IPAC BC Past President:

Click or tap here to enter text.

Revised: September 2022