Twin State Athletic Training Conference

June 7-8, 2027

SPEAKER AND PROPOSAL GUIDELINES

Speaker Qualifications:

Instructors/Presenters should be:

- Knowledgeable of topic subject matter
- Have demonstrated experience and/or teaching ability
- Able to meet the educational needs of course participants and learning objectives

Important Information and Instructor/Presenter Requirements:

- The individual submitting the proposal confirms the presentation with all speakers prior to submission.
- Proposal topics must fall within one of the five domains of BOC Practice Analysis, 8th Edition.
    - I. Injury and Illness Prevention and Wellness Promotion
    - II. Examination, Assessment and Diagnosis
    - III. Immediate and Emergency Care
    - IV. Therapeutic Intervention
    - V. Health Care Administration and Professional Responsibility
- Proposal submissions must avoid any affiliation with a commercial product or service.
- All presentation materials, with references (5-10 references, peer-reviewed within the past 3-5 years), are to be provided to the NHATA 30 days prior to the date of presentation for review.
- Proposals must be complete and accurate with confirmed topic and list of speakers. **Incomplete and/or late proposals will not be considered.**
- After the submission deadline, the planning committee will only approve a speaker change if the original speaker is unable to attend the conference.
- Topics will be selected based on the organization of the program, equipment needs (where applicable), quality of content and speakers and significance of the material to the target audience. All proposals may not be accepted.

Proposal Requirements: Due by December 31, 2026

Instructors/presenters will be required to provide the following documents for consideration to present on behalf of the NHATA. Please submit documents via the NHATA Call for Proposals link here.

- Current curriculum vita
- Twin State Speaker Release Form
- Compensation Form
- Twin State Disclosure Form
    - Conflicts of interest are to be disclosed at the beginning of course presentations
- Speaker headshot
- Current biography to be used in all marketing materials
- Presentation title
- Presentation type
    - 50 minute lecture presentation
    - 1 hour workshop
    - 2 hour workshop
- 3-5 learning objectives for presentation
    - BOC definition for Objectives: Develop measurable learning objectives that define the knowledge and/or skills the athletic trainer is expected to acquire through the completion of the program (e.g. written to most current edition of Bloom's Taxonomy).
- Practice gap according to definition by the Board of Certification
    - BOC definition of Practice Gap: Identify the professional practice gap and/or educational need the content addresses.
- Clinical bottom line, according to definition by the Board of Certification
    - BOC definition of Clinical Bottom Line: Provide a clinical bottom line or a summary of the evidence (3-4 sentences) that identifies the clinical recommendation outlined in the learning objectives.
- List of 5-10 professional references