HOT TOPICS PRESENTATION PROPOSAL INSTRUCTIONS

Before you begin the submission process, it is important that you understand the following:

- Hot Topics presentations are 15 minutes in length (10 minutes for presentation and 5 minutes for questions) and are held in two separate sessions throughout the meeting. Presenters are advised to be mindful in limiting their number of slides (e.g., ~10) to fit within the 10 minutes allotted for the presentation.

- In selecting Hot Topics presentations, the Program Committee strives to present a balanced program that meets the needs of our diverse meeting attendees. Acceptance of Hot Topics is at the sole discretion of the committee.

Key scoring/selection criteria include:
   - "Hotness"- new or recent developments or particularly relevant since the last SAHM meeting
   - Significance of content to Adolescent and Young Adult Health and Medicine
   - Innovative session content and/or inclusion of Adolescent & Young Adult voices
   - Clarity of proposed content & learning objectives
   - Link to the conference theme - "Psychological Well-Being: International Transcultural Perspectives"
   - Supports SAHM's goal to be inclusive of diverse populations and nationalities

- Because "hotness" of presentation topics can change between submission date and presentation date, the Program Committee recognizes the presenter's expertise on the topic and is willing to work with the presenter on updating the information to reflect any changes.

- Presenters must be available to present at the time and date assigned by the Program Committee.

- Similar to other presentation proposals (workshops, institutes, etc.), there will be no honorarium or registration discounts if accepted to present. **Presenting authors are required to register to attend the meeting at the standard rates based on training and membership status**.

For questions regarding content, please contact:

Gabrielle Jacobson, Administrative Director, gjacobson@adolescenthealth.org

To complete your Hot Topic submission you will be required to complete/provide the following:

1. **Contact information for the speaker**: Including full name, degrees/licensures/certifications, full professional title, institution (including department and division if applicable), address, telephone, and e-mail address.

2. **Faculty Disclosures:** ALL Hot Topic presenters are considered faculty for the annual meeting and MUST disclose whether or not they have any financial relationship with commercial interests, including but not limited to participation on speaker bureaus or advisory boards, receipt of grant support, etc. Each hot topic presenter will receive a separate link to a disclosure survey should the proposal be accepted for presentation.

3. **Faculty Curriculum Vitae:** The Hot Topic speaker must upload Curriculum Vitae (CV) with the speaker's last name and first initial in the document name (Smith, J).

4. **Hot Topic Title**

5. **Educational objectives:** All Hot Topics submissions require 3 educational objectives that will complete the statement, "At the completion of the presentation, participants will be able to..."

   For example:
   Analyze the current epidemiology of the global HIV/AIDS epidemic
   Identify and verbalize effective HIV prevention strategies
   State an alternative intervention framework for approaching prevention of HIV among adolescents and young adults.

6. **Description of Hot Topic Content:** (250 words or less). Using 3 clear bullet points that tie into the learning objectives and provide a good overview of the presentation, please include a compelling description of the significance of the session topic to the field of adolescent health and medicine, the relevance of the topic to the conference theme, and the relevance of the session to our diverse, multidisciplinary and international meeting attendees.

(Special note: Only start a submission if you plan on completing it. If you experience any issues with the abstract management system, please contact SAHM Administrative Director, Gabrielle Jacobson, gjacobson@adolescenthealth.org