AdvaMed 2016 Panel Session Proposal Components & Guidelines

Panel Main Contact – Please provide full contact information for the person that will be serving as the panel organizer. This person will receive all notifications and updates.
Note: Each organization may submit up to, and no more than, four (4) proposals.

AdvaMed Member – Please provide your AdvaMed membership status (Yes/No). A complete listing can be found on the AdvaMed website - members and associate members. If you have a question about your membership status or would like information on becoming a member, please contact the association at Membership@AdvaMed.org. Note: You do not have to be an AdvaMed member to submit a proposal.

AdvaMed 2016 Sponsor – Please provide your AdvaMed 2016 sponsor status (Yes/No). Questions? Contact sponsorexhibit@medtechconference.org or call +1.202.434.7213. Note: You do not have to be an AdvaMed 2016 sponsor to submit a proposal.

Primary Track – Select the track for which this panel would be most appropriate.
Secondary Track (optional) – If applicable, choose a second track where this panel could appear.

Panel Title – 10 words max.
Panel Description – 250 words max. Please ensure that it is written exactly as you’d like to see it on the website, signage, final program, etc. Kindly use proper grammar, spelling, punctuation, etc. Note: Panel sessions should not become an advertisement to promote individual company interests.

Why is this panel attractive? – 100 words max.

Comments (optional) – How will this session be structured? What do you expect each speaker to cover and why is that perspective important? Anything else you want to add?

Moderator & Speaker Contact Information –
- Panels should feature a proposed moderator and up to three (3) panelists (totaling four). To ensure ample time for each individual’s presentation, followed by Q&A and discussion with the audience, we do not recommend more than a total of four (4) individuals for a 75-minute time slot.
- In order for the Program Committee to accurately review and score each panel, please include specific speaker names and affiliations for all proposed speakers and moderators. Panels without suggested speakers will not be graded as highly.
- The AdvaMed 2016 organizers are particularly interested in receiving submissions that will appeal to global, senior-level medtech executives. We encourage proposals that include international representatives.
- We do not accept stand-alone speaker suggestions. The process is designed to accept a full panel proposal.
- Full contact information for moderator/speakers is NOT required.
- Moderator and speaker biographies are optional.
- No panel should feature more than one (1) individual from the same organization.
- Do NOT invite your proposed speakers until after you receive notification from conference management that your panel has been accepted.
- AdvaMed/AdvaMed 2016 will issue invitations directly to all FDA speakers.
- Please be aware that AdvaMed 2016 does not provide honoraria or reimbursement for travel or any other expense incurred by panelists. However, panelists do receive a complimentary full conference registration for the day of their panel and an option to upgrade to the full-access registration at a discounted rate.

Submission Deadline – Tuesday, March 15, 2016 at 11:59 pm PST
Incomplete proposals will not be reviewed or considered. In order to be considered, panels must be “submitted” by the deadline. Questions? Email program@medtechconference.org or call +1.202.434.7213