



Call for Proposals Criteria: Civitas 2025 Annual Conference

Civitas Networks for Health and 211 San Diego/CIE will begin accepting call for proposals for presentations on February 26, 2025, at 12:00 a.m. ET for the 2025 Civitas Annual Conference in Anaheim, California, September 28 - 30, 2025.

Submission Platform

Submissions will be created and managed in [Swoogo](#) – you can log in with your current Swoogo account (members and non-members) or create a new account if you have no previous account in Swoogo.

The Annual Conference is an in-person event and selected presenters will be required to register, attend the meeting in-person, and abide by the Code of Conduct and Health policy requirements. For general presenter questions, please email contact@civitasforhealth.org.

Conference Tracks

Submitters are encouraged to submit proposals that highlight the conference theme, *Bridging Data and Doing*, and fall within one of the three conference tracks:

- **Track 1 | Interoperability, national networks, standards, technology, and trust** – this track will explore how we further health data interoperability, compare local, regional, and state exchange to that of national networks while examining the broader ecosystem and opportunities for greater alignment, deep dive into implementation and use of standards, and highlight new uses of technology such as health AI. This track will also look at the importance of trust, privacy, and security.
- **Track 2 | Promising partnerships** – this track aims to highlight key partnerships advancing health data ecosystems within states and regions, health equity, population health and quality improvement, and value-based care. Sessions will highlight collaboration between APCDs, CCHs, CBOs, CIEs, HIEs, health-data organizations, RHICs, and QIOs. The emphasis will be on the outcomes resulting from data-led and multi-stakeholder partnerships and programs.
- **Track 3 | Community Information Exchange (CIE)** – The sessions in this track will discuss key elements for developing strong CIE infrastructure and policies that promote stakeholder engagement, including partnerships with HIE. They will also focus on authentic community engagement, data stewardship, system integration, identity and consent management, opportunities for increased care coordination, and sustainability planning that will help communities thrive.

Timeline

- Call for Proposal Submission Opens



- o Wednesday, February 26, 2025, 12:00 a.m. ET
- Call for Proposal Submission Deadline
 - o Wednesday, March 19, 2025, 11:59 p.m. ET
- Proposal Notification
 - o Submitters and presenters will be notified via email of proposal status beginning on Monday, April 14, 2025.

Proposal Types

Proposals can be submitted for preconference virtual sessions, breakout sessions, educational workshops, lightning talks, and roundtables.

- **Preconference virtual session:**
- These online webinars are organized around a specific topic designed by Civitas. Your presentation will be combined with a couple of other proposal presentations related to the same topic. This format can be structured around slide presentations, panel discussions, or an interactive Q&A, allowing for a deeper dive into specific areas of interest and providing a more in-depth learning experience. **Virtual preconference sessions are 60 or 90 minutes.**
 - o **Example - “Advancing Equity in Maternal and Infant Health**
 - o ***Maternal morbidity and mortality are a significant crisis in the U.S., particularly for disproportionately impacted populations. Multi-sector and multi-stakeholder collaboratives are bringing together clinical providers, community organizations, people with lived experience, and other key partners to address the crisis and the persistent inequities that are driving substantially poor outcomes. These collaboratives are using data-led and inclusive strategies to implement new programs and initiatives. During this virtual preconference session, presenters will provide insights into how they are using data and forming trusted relationships to tackle the complexities of the maternal health crisis in their state and community. Preconference Sponsor Telligen will speak about how they have leveraged their networks to strengthen collaborations and advance health equity for mothers and infants. The event will offer three deep-dives into communities across the country, including Ohio and Nevada, featuring presentations from Civitas members Comagine Health, Telligen, and The Health Collaborative.***
- **Breakout Session:** This presentation format is designed to incorporate a slide or panel presentation, followed by a large group discussion. This is a terrific opportunity for presenters to highlight important work and expertise, engaging with their attendees on the topic of focus. **Breakout sessions are 60 minutes.**
 - o **Example - “Community Health Workers: A Valuable Workforce Serving Vulnerable Ohioans” –Community Health Workers (CHWs)**



and community-based care coordination have been at the forefront of many major policy changes, briefs, and programming discussions – particularly since the COVID crisis. Health Impact Ohio has sought to support the ongoing evolution of the role of CHW, how they are placed to meet the community needs, and the sustainability – of funding, policy, and data transparency. In this presentation, HIO describes the CHW-related efforts and how the team seeks to evolve the work.”

- **Educational Workshop:** These workshops serve as dedicated sessions where attendees actively participate in hands-on activities, discussions, and collaborative learning to gain practical skills and knowledge on a specific topic. Workshops are designed to achieve a specific outcome and are facilitated by an expert in the specific topic/field. Participants are encouraged to share ideas, collaborate with peers, and learn from each other. Please note that these workshops are not panel discussions or didactic presentations – these sessions must be collaborative and engaging. **Educational workshops are 75 minutes.**
 - **Example - "Patient Engagement Communication Skills Workshop" with role-playing exercises to improve patient engagement in advisory boards and small group discussions for generating solutions.**
- **Roundtable:** Roundtable discussions encourage engagement with presenters acting as either facilitators or discussion moderators. The format of these discussions will rely on brief handouts (usually a one-page printout of key points and some questions) because the emphasis is on the discussion itself, rather than a formal presentation. A roundtable aims to give all participants a chance to speak and contribute to the conversation. Facilitators or moderators guide the discussion, ensuring everyone gets a chance to share their thoughts and keeping the conversation focused on the topic. The discussion is often open-ended, encouraging participants to ask questions, share experiences, and build upon each other's ideas. Facilitators or moderators are asked not to rely on power point presentations for the whole session; instead, where appropriate, visual cues should be used to relay information where appropriate (i.e., pictures, drawings, graphs, charts, boards, etc.). **The roundtables are 30, 60, or 90 minutes.**
 - **Example – “SDOH Roundtable: Mission –To Advocate for, broaden, and strengthen the Health Center network “**
 - **Learning Objectives:**
 - **Discuss how to incorporate SDOH data to improve clinical quality and performance for patients with chronic conditions**
 - **Identify at least one way that SDOH integration improves equitable delivery of care for vulnerable populations**



- **Identify at least one actionable item to integrate SDOH data into patient care**
 - **Identify at least one way to create partnerships with community-based organizations/services**
- **NEW! Lightning Talk:** Civitas is excited to bring lightning talks to our upcoming conference. These are short, high-energy presentations that provide an opportunity for speakers to quickly share their ideas, insights, and experiences. The format is fast-paced and engaging, allowing attendees to get a quick glimpse into an important topic in a short amount of time and to learn about new and innovative ideas. Lightning talks are intended to engage the audience and encourage curiosity. **Lightning talks are between 5-to-20 minutes (if on the shorter side, please make room for Q&A).**
 - Tips for giving lightning talks (think TED Talks!) Focus on the most important points of your topic
 - Get to your main idea early
 - Keep your presentation concise and to the point
 - Use visuals to support your presentation
 - Interact with the audience, not just the slides

Preparing to Submit a Proposal

- The designated submitter will serve as the sole point of contact. The submitter is responsible for submitting the proposal, informing co-presenters of the selection decision, and distributing materials to co-presenters. All items below are **required** to complete your submission. A maximum of four presenters per session. Submissions will not be reviewed if your proposal is missing the required information (e.g., if something is labeled as “TBD” or is blank).
- Proposals must be submitted online. We suggest you prepare the information in advance to save time online and ensure you have a backup copy.

The following details are required for your submission:

- **Title:** Clear and concise description of the subject and focus of the presentation (**maximum 100 characters**).
- **Summary:** Succinctly describe the presentation for the website and program (**maximum 75 words**). Use complete sentences (not bullets) and avoid writing in first-person narrative. This summary will be used in the conference program and website.
- **Outline or Abstract:** Summarize the purpose, methods, findings, and conclusions of your presentation, and explain what attendees may expect to gain from it (**approximately 300 words**).
- **Learning Objectives:** Provide three learning objectives for the presentation and a brief explanation of how each objective will be met. (Tips for Writing Learning Objectives)
- **Skill level:** Indicate if the presentation is basic, intermediate, or advanced.



- o **Basic:** focus on awareness and factual recall; appropriate for those with limited experience of the subject area seeking introductory understanding of the content areas.
- o **Intermediate:** focus on understanding and comprehension; appropriate for those with some experience seeking to build on, apply, or enhance existing knowledge using content and practical applications to master concepts.
- o **Advanced:** focus on application and implementation of highly technical or detailed topics; appropriate for those with substantial prerequisite knowledge seeking the most up-to-date information to heighten expertise.

References: Provide three sources/references you will include in the presentation.

- **Requested Length:** 20, 60 or 75 minutes. The Selection Proposal committee and internal team will make the final determination.
- Whether you are willing to change the format of your presentation, if requested.
- Whether your presentation is being supported by a vendor and, if so, details on vendor support.
- Signed and uploaded [Code of Conduct form](#) for all speakers
- Signed and uploaded [Speaker Release form](#) for all speakers

Presenter Information

You will need details about all session presenters (maximum of four, including moderators), including the following:

- Name, employer, degrees/credentials, phone number, and email address
- 1-page CV or resume
- Speaker Release form
- The designated submitter will serve as the sole point of contact. The lead presenter is responsible for submitting the proposal, informing co-presenters of the selection decision, distributing materials to co-presenters, and ensuring that the content is not biased.

Selection Criteria

The Proposal Selection committee will review all submissions. Decisions are based on the following criteria:

- **Relevance:** The proposal should be aligned with the conference theme and tracks of Civitas Networks for Health and 211 San Diego.
- **Significance:** The proposal should demonstrate the significance of the topic and how it is bridging data and doing.
- **Evidence-Based:** The proposal should be founded on research and evidence and include critical analysis of the existing literature, where appropriate.



- **Innovation:** The proposal should present new, innovative ideas and approaches within the field of correctional health care, so long as they articulate evidence-based foundations.
- **Practicality:** The proposal should present practical, actionable insights and recommendations for professionals in APCDs, CCHs, CBOs, CIEs, HIEs, health-data organizations, RHICs, and QIOs.
- **Timeliness:** The proposal should address a current, pressing issue or challenge in.
- **Presenter Expertise:** The presenters should have relevant expertise and experience in the topic they are presenting, as demonstrated through their professional background and/or credentials.
- **Engagement:** The proposal should engage the audience and promote interactive discussion and dialogue.
- **Quality of Presentation:** The proposal should include a well-structured, clear, and concise presentation plan with sufficient depth to require the time allotment.
- **Product/Service Promotion:** The presentation must not show preference for one product or service over another unless there is a clear scientific or objective basis to do so, or unless the presentation allows for a fair discussion of alternatives.

Review Process

- You may review, modify, or withdraw your abstract any time before **Wednesday, March 19, 2025, 11:59 p.m. ET** by logging back into the [proposal submission site](#). Check your email for the link or click on the link on the top left of the [proposal submission homepage](#).
- Each proposal will be objectively reviewed by the 2025 Proposal Selection Committee, and decisions to accept or reject abstracts rest with the committee and internal review team.
- The Civitas internal team will make the final determination of the presentation format, date, and time.

Approved Proposals

The submitter will be notified of the selection decision. Submission of a proposal implies a commitment to attend the conference should your proposal be accepted.

Presenter Support

- Presentation and speaker information will appear in the preliminary and final online agendas, and conference presentations and materials will appear in the proceedings on the conference website.
- Each room will be equipped with a (one) laptop, podium, microphone, screen, head table and LCD projector.



- Additional audiovisual equipment may be rented at the speaker's expense. AV rental forms will be sent with letters of acceptance via email.

Questions? Email contact@civitasforhealth.org