ISQua seeks to bring together individuals from around the world from various perspectives; Therefore, the below will be considered when selecting a proposal to be included in the programme:

1. The number of submissions for an area of focus or topics addressed;
2. The number of submission received from any one Institute, Organisation, Hospital etc.
3. The length of session requested in a proposal; in terms of selection for the program. The selection committees value diversity of presentation teams in terms of ethnicity, culture, gender, level of experience or areas of expertise.
4. Priority will be given to sessions;
   - with patient collaborations
   - which are innovative
   - which demonstrate robust research
   - have proof of contribution (Evaluation of effectiveness)

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1. **IMPORTANT DATES**
   Session Submissions accepted from: 26 September 2018

   Session Submission deadline: **19 February 2019, 23:59 CET**

   Session submissions received after the deadline will not be accepted!

2. **TECHNICAL REQUIREMENTS**
   The internet abstract submission system works best with Internet Explorer 8.0 or higher, Mozilla Firefox 5.0 or higher and Chrome 16 or higher

   Cookies and JavaScript needs to be enabled

3. **GENERAL**
   Session proposal can only be submitted **online via the session proposal submission form** that can be found on the official ISQua 2019 conference website.

   Scheduling of sessions is at the discretion of the Scientific Committee.

   Session Proposal sent by post or email will not be accepted. No exceptions will be made

   CLICK HERE TO START SESSION PROPOSAL SUBMISSION

SESSION PROPOSAL INFORMATION

The online submission system will guide you through the submission of your session proposal.
You are disconnected after 30 minutes of inactivity so please consider the below information you will need before starting the online submission.

Title	*If your session is selected, this will be the title listed on our website and event brochure, consider making it eye-catching and engaging as well as descriptive of what you will be covering to maximize attendance at your session*
Session Duration	You will have to indicate your preferred time 90 Minutes 60 Minutes 45 Minutes
Presenters	Max 4 (90 Minutes) Max 3 (60 Minutes) Max 2 (45 Minutes) You will have to indicate the session leader and/or chair and list each presenter with Name, Title, Affiliation and Country. **The role of the lead is to** Co-ordinate and plan the session Liaise with ISQua Ensure ISQua have any outlines/bios that are required Chair the session if required The lead will receive a 4-day registration and the speakers will receive a registration for the day of their session. Please note that ISQua does not cover any other expenses
Track	**You will have to specify which track this session would fall under:** 1. Policy, Sustainability and Resourcing for Quality and Safety 2. The Person 3. Patient Safety 4. External Evaluation 5. Economics of Quality 6. E- health and Innovation 7. Healthcare Quality and Safety for LMIC 8. Primary, Community and Integrated Care 9. Learning and Development Further Information on the tracks can be found on the ISQua Website: https://www.isqua.org/events/future-conferences/cp2019.html
Session Description	No more than 120 words *(If accepted this description will appear in the App)* *Please note special consideration will be given to session that have been co-produced with patients.*
Preferred Format	You will have to indicate the design of your session; e.g. Panel discussion, Workshop, Presentation, Q&A, Roundtable Session etc. (please note room layout cannot be guaranteed)

Target Audience	You will have to indicate what type of audience is this session targeted at; for example, senior health care managers, policy makers, clinicians, patients.
Objectives	**After this session, participants will be able to:** *List no more than four learning objectives (If accepted this description will appear in the printed programme)*
Research	You will be asked to indicate any data or supportive evidence which demonstrates your outcome. When was this research conducted?
Past Presentation	You will need to indicate if you have presented this session at another Conference, including ISQua or had it published.
Declaration	Any conflicts of Interest must be declared on this proposal and if your session is accepted, conflict of interest must be declared on your opening PowerPoint slide.
Suitability	You will be asked to answer the following questions: Why should ISQua choose this session? Does it have any unique features that would entice delegates to attend?

PROBLEMS SUBMITTING?

- If you experience any kind of problem or if you have questions, please do not hesitate to contact us:
  Phone: +41 22 33 99 634
  Email: isqua2019abs@mci-group.com