



## **Call for Workshop Proposals** **Deadline for submission: April 13, 2016**

Simulation educators, researchers, program directors, simulation program administrators, CPD educators, and other healthcare professionals who play an active role in simulation-based education and research are invited to submit workshop proposals for the 2016 Simulation Summit.

### **Theme/topic areas**

Presentation content must be relevant to all members of the audience including physicians, nurses, respiratory therapists, first responders, simulation program administrators, simulation technicians and operators, although any topic related to simulation-based learning will be considered.

Simulation as an educational tool in health professions education can be applied to a spectrum of contexts and settings, from college and university teaching centres, to hospitals; rural and remote centres; and extreme locations such as oil rigs. Principles related to the use of simulation in each of these unique context and settings may vary. This year, we would like you to not only think about how the work you are submitting fits within the various themes, but also about the context or setting in which it takes place:

University | Urban hospital | Rural centres | Remote centres | Extreme environments

Possible topics include:

- Programme development / Administration and Programme Management
- Simulation instruction design and curriculum development
- Faculty development
- Debriefing and feedback
- Competency assessment
- Serious games and virtual environments
- Patient safety and quality improvement
- Crisis Resource Management/Human factors and Teamwork
- Evidence-based simulation for interprofessional teams
- Simulation technology
- Tele-Simulation and robotics
- Translation of research to practice
- Simulation and continuous professional development
- Social media and simulation
- Other topics related to the theme of extreme simulation

## Workshop Format

Workshops will be presented in 1-1/2 hour time slots. Enrollment is generally limited to 20 participants for each workshop. These small interactive group sessions are required to meet the learning standards outlined under Section 1 (group learning) of the Royal College's [Maintenance of Certification](#) (MOC) program

Workshops that facilitate simulation-based learning is encouraged and may be eligible for accreditation under Section 3 of the MOC program. Section 3 activities earn three credits per hour.

Workshop objectives should enable participants to develop skills and knowledge in a particular area of simulation education. Reviewers are instructed to favour submissions that emphasize active learning methods including:

- Practical applications of skills, knowledge and attitudes through role-playing, standardized patient encounters, etc.;
- Promoting small group discussion; and
- Use of a variety of instructional methods, such as lecture, case studies and demonstration, to accommodate different learning styles.

---

Please note: All presenters will be required to disclose financial interests to their audience(s). Conference registration and payment of any applicable fees are the responsibility of the individual presenter(s).  
Submission instructions

---

## Submission Guidelines

All proposals must be submitted using the [online submission form](#). You may submit more than one workshop proposal; however a maximum of two workshop presentations can be accepted from the same group of applicants. The following details will be required to complete the submission. Please have all information ready prior to submitting, as you will not have the opportunity to save your work in progress.

- **Presenter information:** Contact information and name of institution are required for all presenters. It must also be indicated if the workshop authors are also presenting.
- **Conflict of Interest:** a conflict of interest declaration is required for the main author/presenter at the time of submission
- **Topic:**
- **Title:**
- **Abstract:** Abstracts must be 350 words or less (approximately 2,500 characters with spaces), and should NOT include title, authors, affiliations or key words. Abstracts will be published as submitted in the official conference program.
- **Target audience:** The target audience and difficulty level (beginner, intermediate or advanced) of your workshop must be indicated.

Workshops will be identified in the program as follows;

Beginner level (<1 years' experience) OR for individuals with limited or no prior knowledge of the subject area

Intermediate level (1-3 years' experience) OR for individuals seeking to build on, apply or enhance knowledge

Advanced level (>3 years' experience) OR for individuals seeking the most up-to-date information and advances in the subject area

- **Learning objectives:** Please visit the Royal College website for [instructions](#) on how to write learning objectives.
- **Organization and method of presentation:** Provide a short description explaining how you plan to present your workshop. Consider promoting small group discussion; use of a variety of instructional methods, such as lecture, case studies and demonstration, to accommodate different learning styles; practical application of skills and principles through role-playing, standardized patient encounters, etc.
- **Language of presentation:** Workshops may be presented in English and/or French by checking off the language of presentation box (es).
- **Number of participants:** Indicate the maximum number of participants desired for your workshop (default is 20 persons).
- **Audio visual requirements:** Standard MS PowerPoint setup provided, please list additional requirements.

**Please note:** Text box responses have a 250 character limit.

Modifications can be made to your submission until the **April 13, 2016** deadline date. Simply log in, using the link provided, and “review” your workshop submission.

### **Review Process**

All proposals will be acknowledged upon receipt. Proposals will be peer reviewed and selection of workshops will be final. Decisions are expected to be made in May 2016.

All presenters will be required to register for the conference and pay applicable fees.

### **Selection criteria:**

- **Learner centered format;**
- **Relevance: importance of topic, adherence to the theme, interest potential;**
- **Appropriateness: format, participant involvement; and**
- **Ability to meet objectives: expertise, interactive, skill/knowledge-enhancing.**

Abstracts will be rejected if the submission appears to be primarily commercial in nature, and/or if it appears to have been prepared by an industry representative.

### **Workshop proposal withdrawal**

Notice of withdrawal must be received by **July 13, 2016**. Please send written notice of withdrawal to: [simsummit@royalcollege.ca](mailto:simsummit@royalcollege.ca)

Visit our submission site to login and submit your proposal. Please note: you will be required to create an account if you have not used this site previously.

**Deadline for submission: April 13, 2016**

[Access submission site](#)

**Questions:**

**Telephone: (800) 668-3740 ext 386**

**Email: [simsummit@royalcollege.ca](mailto:simsummit@royalcollege.ca)**