



**2024 CHHSM 86th Annual Gathering Schedule**  
**Live by Loews Hotel**  
**St. Louis**  
**March 12 - 14, 2024**

***Theme:***  
***Collaboration as the Gateway to Innovation***

### **Overview**

The 2024 CHHSM 86<sup>th</sup> Annual Gathering will be held March 12-14, 2024, in St. Louis at the Live by Loews Hotel. The theme of the conference will be “Collaboration as the Gateway to Innovation.” We are inviting proposals for workshops that will help attendees explore the theme and build professional skills. To submit a workshop proposal, please complete this form and email it to [chhsmpublic@chhsm.org](mailto:chhsmpublic@chhsm.org). **The deadline for submissions is October 13, 2023.** Submitters will be notified of their session status by November 3, 2023.

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### **Presenter Terms and Conditions**

If selected to participate in the program, speakers agree to:

- Register and attend the conference. CHHSM does not pay honorarium, travel, per diem or other costs for workshop speakers. We strongly encourage all presenters/attendees to be fully vaccinated for Covid-19. We will adhere to current local and national health guidelines.
- Have information in your submission used in creating promotional materials and the conference app.
- Plan a workshop that is 75 minutes in length, which should be interactive as well as allow time for Q&A. Deliverables of the workshop should be clear and should include a call to action if possible.
- Submit session materials by February 27, 2024, using a PowerPoint template provided by CHHSM.
- Grant permission for materials and workshop to be video recorded and shared with attendees.

If the session is not chosen for the conference, we may contact you to see if you are interested in providing content for other educational events or formats.

**Workshop Proposal**

Name of Primary Contact for this proposal:

Title of Primary Contact:

Organization Name:

Email:

Office Telephone Number: (     )     -

Mobile Telephone Number: (     )     -

Title of Proposed Workshop:

Workshop Description (50-100 words):

Area:

Please attach photo of presenter(s)

**Set Up/Special Requests:** Our typical room set up is theater style, and we provide a screen, projector, and mic. If you have a request for an alternate set up or other needs, please indicate them and we will let you know if we can accommodate them.

Presenter Name (s):

Brief Bio for Presenter(s) (2-3 sentences)