

2021 ATSA Panel Submission Instructions
Submission deadline: February 26, 2021

A panel presentation is typically invited by the conference committee; however, we would like to provide some guidelines for submission. All panel submissions will be confirmed by email from Kelly at the ATSA office within one week of submission. Please email Kelly if you have not received this emailed confirmation.

E-mail the following information directly to Kelly McGrath, Conference Administrator at kelly@atsa.com as a Word document:

1. Title of panel - **please keep the title succinct**

2. Is this an updated submission from ATSA 2020 Postponement? YES NO

3. **2021 Venue Type** - Please note this question will be asked many times throughout the year as US Federal or State meeting guidelines change. Answers will not disqualify a proposal. The information gathered is important for the Conference Committee to be able to gauge the volume of the conference content for all venue types: In-Person only, Online only, or a Hybrid of both.

- a. In-Person only
- b. Online only
- c. Hybrid of both In-Person and Online
- d. Ready for Any Venue Type

4. Abstract describing panel. The abstract itself should not exceed two double-spaced pages. Up to two additional pages are permitted for the Goals and Objectives and the bios.

5. Application for Presentation (choose one):

- a. Youth
- b. Adult
- c. Both (Adult & Youth)
- d. Children

6. Level of Presentation (choose one):

- a. Preliminary
- b. Intermediate
- c. Advanced
- d. General

7. Focus of Presentation (choose one):

- a. Research
- b. Clinical
- c. Both (Research & Clinical)

8. Theme of Presentation

- a. Treatment
- b. Research
- c. Management/Supervision
- d. Policy
- e. Prevention
- f. Other _____

9. Contact information for Panel lead and each presenter. *Please do not list co-authors as co-presenters unless they are also intending to present at the conference.*

- a. First, Last, and Degree
- b. Agency affiliation
- c. Agency Address, City, State/Province, Country, and Postal Code
- d. Agency Phone and Fax
- e. E-mail address

10. 3 Learning Goals relating to the content of the entire panel.

11. A brief, one paragraph bio for each presenter in the panel.

12. Is the research completed for each presentation involved in this panel? YES NO Not Applicable

If not, please explain and give an estimate of completion:

13. All individuals must indicate if they have any financial interest in a commercially available product or a commercial interest related to the subject matter presented involved in their proposed presentation(s). ATSA is providing Continuing Education credits for the 2021 ATSA conference. All individuals who are speaking at the conference are required to disclose to the learners any financial relationships with a commercial interest related to the subject matter of this activity. A commercial interest includes, but is not limited to, psychological tests, software, devices, and guides or workbooks, as well as any entity producing, marketing, re-selling, or distributing health care goods or services consumed by or used on, patients. Upon acceptance of your abstract, disclosure information will be reviewed in advance of the program in order to manage and resolve any possible conflicts of interest. Specific disclosure information for each presenter, activity director, and planning committee member will be shared with the learner prior to the presenter's presentation. Having a financial interest does not affect your eligibility to present. This information will be made available through the conference registration brochure and program. Please indicate if you or any of the other presenters have any financial interest in any commercially available product involved in your proposed presentation:

Please indicate if you or any of the other presenters have any financial interest in any commercially available product involved in your proposed presentation: YES NO

If yes, please explain. (No dollar amounts please.)