



HASC Guidelines for Presentations

Thank you for your interest in presenting an educational session. We ask that you submit a brief outline covering the following points:

- Title of session, speaker names and biographies.
- State 4 or 5 learning objectives.
- State basic points of the presentation.
- Length of presentation.
- Specify your target audience. (Hospital CEOs, CFOs, Nursing Executives, Quality Manager, Trustees, etc.)
- If you have presented this topic to other audiences, please mention the setting.

What is HASC Looking for?

- Timely topics that our members identify as top priority issues and worthy of time away from the office.
- Content that gives members practical ideas they can put to use right away.
- Case studies featuring California hospitals.
- Education, issue analysis and **not** promotional or sales information.
- More than one perspective--our best programs include content from multiple consulting organizations, state regulatory agencies or multiple accrediting organizational views.

Additional Information

- Proposals need only be a page or two in length.
- For best results, we suggest a three- or four- month lead time for planning educational activities.

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