2024 Institute Call for Presentations

LeadingAge®
Minnesota

2024 INSTITUTE & EXPO CALL FOR PRESENTATIONS NOW OPEN
Proposal Deadline: 11 p.m. ***Tuesday, June 20, 2023***

About the Event
The annual LeadingAge Minnesota Institute & Expo is the premier conference for older adult services providers. It will be held Feb. 7 - 8, 2024 at the St. Paul RiverCentre, St. Paul, MN and features two days of cutting-edge education, special events, a packed expo hall, and countless networking opportunities. A virtual Institute component follows on Feb. 27-29, 2024.

About the Audience
Where They Work
Throughout the continuum of older adult services in Minnesota – adult day programs, assisted living settings, independent living settings, care centers, and everything in-between.

How Many Participate?
Approximately 3000-3500.

Who Attends the Institute?
From interdisciplinary team members to direct line staff to CEOs/key leaders. The majority are experienced professionals. The smallest group is just starting out in the field. We try to reflect those percentages in our choice of programming.

What Does Our Audience Expect from Institute Sessions?
- High quality, interactive education.
- Seasoned professionals – advanced level training that is interactive and draws out deep prior knowledge.
- Newer professionals – skills development – particularly in the areas of management and supervision.
- Practical information and ideas they can take back and use in their settings.
- Tools they can use to make them more productive and/or improve operations.
- Programs without sales pitches.

About the Programs
- Length – 60 minutes/one-hour
- Format – a combination of presented information AND interactive learning
- Number – 100

Topic Areas for Proposals
See the list at the end of this guideline for program ideas.
- Top priority: *Workforce* is our members' biggest challenge. Extra consideration will be given to program proposals that assist them with recruitment, retention, training staff, and other solutions.
- Required CEU topics:
  - Cultural responsiveness and ethics-related topics specifically for Minnesota licensed social workers.
  - Sanitation and ethics related topics for dietary/nutrition/food services professionals.
  - DEI – for most groups.

What's the Criteria for Evaluating Proposals?
- Advanced level content reflected in learning objectives and session descriptions. Our members want to be able to apply their knowledge and experience.
- Innovation, creativity, and originality of topic.
- Clarity, depth, and specificity of proposal.
- Timeliness and relevance of subject matter to the specific setting/audience.
- Incorporates interactive learning strategies into the program design.
- Practical applicability of topic to aging services settings.

- Qualifications and experience level of presenter(s).

What Would Cause a Program Not to Be Considered for a Review?
- It fails to meet all guidelines or is incomplete.
- It is clearly focused on selling a product or service to the audience.
- It is a repeat submission from prior years.

Who's Going to Be Evaluating the Proposals?
The 2023 Education Committee and the LeadingAge Minnesota education staff.

LeadingAge Minnesota's Speaking Policies for CFP Submissions
To help keep registration costs affordable for its members, LeadingAge Minnesota does not pay honoraria, travel, per diem, or other costs for CFP speakers in a live or virtual environment. In addition, speakers are responsible for all expenses incurred in the development and implementation of their presentation(s). PowerPoints for CFP presentations are required. All speakers are invited to participate in the Institute during the day of their presentation(s) as LeadingAge Minnesota's guest. Registration fees apply to attend the full conference.

About Submitting Your Proposal
- Complete one application per proposed session by *11 p.m. Tuesday, June 20, 2023.*
- You will receive an email acknowledging receipt for each proposal submitted.

Other Important Things You Need to Know
- All prospective speakers are required to keep the dates of Feb. 7 - 8, 2024 and Feb. 27-29, 2024 available until notified of the status of their proposal.
- Speakers will be notified of LeadingAge Minnesota's decision regarding proposals by late October 2023.
- ***Please no phone calls or emails regarding the status of proposals during the selection process.***

Questions? Contact Sharon Hollister at shollister@leadingagemn.org.

Suggestions for Proposal Topic Areas

Clinical	Behavioral Health
Building Clinical Competencies	Conducting a Behavioral Health Assessment
Infection Prevention	Determining Target Behaviors, Interventions, and Implementation
Care Transitions	Cognitive Testing for AL Residents
Palliative and End of Life Care	Care of Residents with Substance Abuse Disorders
Disease Specific Care	Mental Health Diagnoses, Symptoms, and Treatments
2023 MDS Changes – Lessons Learned	Understanding and Working with Personality Disorders
Medication Safety (including Medical Marijuana/THC/CBD Care Concerns)	Dementia: Types, Stages, and Approaches to support Maintenance of Abilities and Quality of Life
Regulatory	**Quality and Performance Excellence**
Assisted Living Licensure Requirements	Innovative Strategies to Impact Specific Quality Measures
Nursing Facility Requirements of Participation	Strategies or Approaches for Effective Quality Programs
Occupational Safety and Health Requirements	Safety Science/Safety Culture
Emergency Preparedness	Engaging Staff Across the Organization in Quality
Data Privacy in Senior Living Environments	Creating High Reliability Organizations
Adult Day Services Licensing	Data-Driven Decision-Making
Minnesota Vulnerable Adults Act	Assisted Living Report Card Status and Implementation Plan
Workforce	**Legal**
Leadership: Developing Diverse Staff into Leaders, Making the Transition from Peer to Leader/Supervisor, Benefits of Cross-Training Staff, or Succession Planning	Discharges and Contract Terminations (SNFs & ALs)
Onboarding	Appealing/Disputing Survey Results or Enforcement Remedies

Workforce Continued	Legal Continued
Conflict Management – How to Support Staff when Incidents of Resident Conflict/Harassment Occur	Best Practices for Conducting an Investigation in a LTC Facility
Effective and Inclusive Communication between Frontline Staff, Managers, and Executive Leadership	Balancing Safety and Resident Rights (including with monitoring technologies)
Employee Wellness and Benefits for Staff (e.g., housing, childcare, mental health supports, community programs, benefits cliff, etc.)	Employment Law Issues for Long Term Care Providers
International Recruiting	**Governance/Boards**
Pipeline Building with Schools, Workforce Centers, Community Job Skills/Employment Organizations	Adjusting Strategic Visioning/Planning for the Post-pandemic Landscape
Mentoring	Board Member Recruitment, Diversity, or Onboarding
Expectations of Today's Workforce (remote culture, "gig" jobs, short-shifts, flexible schedules, changes in the skills/experience of job candidates)	Quality Oversight
Recruiting and Retaining "Non-traditional" Workers (e.g., older adults, younger students, retirees, men in caregiving roles, leveraging volunteers to support your workforce, etc.)	Supporting Diverse Communities (residents, staff, city, etc.)
Finance	**Marketing & Sales**
State Medicaid Program Case Mix Transition for SNFS (MDH & DHS)	Anticipating/Responding to Changing Consumer Preferences Post-pandemic
DHS Auditing Practices and Their Impact on Medicaid Rates for SNFs	Innovative Ways to Attract Residents & Staff (for small sites/budgets)
PPS Rates: The Impact of PDPM & CMS Rate Adjustments Due to PDPM	Digital Marketing Strategies
Adult Day Service Rates – EW/CADO/Veterans	Sales Training
Elderly Waiver Rate Determination and How to Work with Case Managers	Importance of Team Collaboration in Budget and Census Goal Setting (Marketing & Sales, Administrators, Nurse Leadership, etc.)
Technology	**Activities / Dining / Maintenance / Other**
Telemedicine	Activities/Dining: Planning for Today's Residents, Integrating the Community into your Setting, or Menu and Special Event Planning
Effective Technology Implementation and Integration Strategies	Supporting Residents, Families, and Staff with Loss and Grief
Cyber Security	Engaging Residents, Families, and Staff in Planning and Decision Making, How to Facilitate a Focus Group, or Advance Directive Planning
Increasing Staff Efficiency through Technology	Ethical Decision Making for LTC Professionals
Resident/Client Technologies	The role of Physical, Occupational and Speech Therapists in LTC Settings
Health Records Interoperability and Health Information Exchange	Maintenance: Building and Grounds Maintenance, Preventive Maintenance Plans and Schedules