

## Abstract Submission Guidelines

### *Confluence 2025: Building Trust in a Changing World through Leadership, Communication and Technology*

April 8 – 10, 2025 | Delta Hotel Helena Colonial

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## Background

Confluence Public Health Alliance (Confluence) invites you to submit a proposal to present at Confluence 2025 taking place on April 8-10, 2025, in Helena, MT at the Delta Hotel Helena Colonial.

Confluence 2025 represents the longstanding, joint annual conference hosted by the Montana Public Health Association (MPHA) and the Montana Environmental Health Association (MEHA).

Presenting at the conference offers an opportunity to share projects, skills, and research on a variety of current and emerging public and environmental health topics while also building a peer professional network.

We are grateful for your interest in submitting an abstract!

## Timeline for Abstract Review and Notification

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November 1, 2024	Confluence 2025 Call for Abstracts opens
December 20, 2024, 11:59pm MT	Abstract submission due date <b>There will be no extension.</b>
January 1 – 10, 2025	Abstract review and selection by Conference Committee
January 17, 2025	Abstract status notification email sent to all submitters
April 8 - 10, 2025	Confluence 2024 Conference in Helena, MT

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## Contact

If you have questions about the abstract form and process, please contact Kayla Chipongian via email ([kayla.chipongian@cphamt.org](mailto:kayla.chipongian@cphamt.org)).

## Overview

<b>THEME</b>	Building Trust in a Changing World through Leadership, Communication and Technology
<b>SESSION OPTIONS</b>	<ol style="list-style-type: none"> <li>1. 60 minute session</li> <li>2. 20 minute presentation</li> <li>3. Poster presentation</li> </ol>
<b>FOCUS AREAS</b> Topics within each learning track and session should align with the foundational public health services:  <a href="https://phaboard.org/wp-content/uploads/FPHS-Factsheet-2022.pdf">https://phaboard.org/wp-content/uploads/FPHS-Factsheet-2022.pdf</a>	<ul style="list-style-type: none"> <li>• Building Trust in Public and Environmental Health               <ul style="list-style-type: none"> <li>○ Leadership</li> <li>○ Communication</li> <li>○ Technology (Role of AI)</li> </ul> </li> <li>• Foundational Public Health Services</li> <li>• Public Health Modernization and Transformation</li> <li>• Public Health Governance</li> <li>• Workforce</li> <li>• Policy &amp; Advocacy</li> <li>• Environmental Health               <ul style="list-style-type: none"> <li>○ Food Safety</li> <li>○ Licensed Establishments (Child Health, Body Art, etc.)</li> <li>○ Land Use</li> <li>○ Climate Change, Air Quality, Healthy Homes</li> </ul> </li> </ul>

**Note:** Innovative programs that reach beyond traditional health and environmental circles to collaborate with other disciplines are encouraged. Relevance to the annual theme is strongly encouraged, but is not

required. Abstracts on other health topics may be submitted, but priority will be given to the above topic areas.

## Additional Information

- **60- and 20- minute breakout sessions:** Please note that 20-minute presentation requests may be grouped with another 20-minute presentation to fill one 60-minute time slot.
- **Poster presentation:** Public health professionals and students are invited to submit abstracts for a poster presentation during a dedicated poster exhibition time. The poster must be staffed / presented by a minimum of one author during the session.
- **Mobile Tours:** We are planning to offer mobile tours (lasting up to 75 minutes) during this year's conference. Please contact [Kayla Chipongian](#) if you have any recommendations or suggestions for mobile tours, including the topic, the connection to this year's conference theme, and the individual and/ or organization that could lead the mobile tour.
- **Longer Sessions:** Requests for more than 60 minutes may be made on the abstract submission form, but space for longer presentations like mobile tours (75 minutes) and deep dive sessions (75 – 120 minutes) is limited. Please contact Kayla Chipongian if you intend to request 75+ minute session.
- **Presenters may submit more than one proposal.**

## Abstract Application Requirements

### Presenter Information

- Presenter first and last name
- Presenter contact information
  - Title & organization
  - Email
  - Phone
  - Mailing address
- Credentials, professional degree(s), public and environmental health experience
- Presenter biography (250 words or less)
- Name(s) & email information for any additional presenters

### Abstract Information

- Presentation Title (15 words or less)
  - Please aim for short and descriptive
- Brief Presentation Description – 2-3 sentences in length (50 word limit)

- **Writing Tips:** This description will be used for the conference program. As such, the first sentence should be a hook that grabs the reader's attention and entices them to come to the session. The description should also briefly reiterate the problem / issue being addressed and the solution. Check your grammar, sentence structure, transitions between sentences, and so on. This will be copied and pasted based on your submission. Please do not use incomplete sentences or bullet points.
- Detailed session or poster description (limit 1,000 words)
  - **Practitioners:** Please include information such as the challenge solved or innovation implemented, any frameworks or evidence used to inform work, key takeaways, partners involved, future goals, lessons learned etc.
  - **Academics:** Include Program/Project/Policy/Research Background, Objective, Methods, Results, Conclusion, And Implication For Practice
- Bibliography/ Evidence
  - 2-3 sources and/or data that guided planning.
- Technology: All rooms will be equipped with a projector, screen, sound patch, and presenter stand. Larger rooms will have a microphone. Presenters must bring their own laptop. Presenters must bring any necessary connection cords if they require a connection other than HDMI.
  - Do you need any additional technology support?
- Three To Five Measurable Objectives of your presentation.
  - **Tip:** Please list three LSMART objectives (Learner-Centric, Specific, Measurable, Action-Oriented, Reasonable and Time Bound) for your session. One of these objectives should be overarching and cover your entire session. For more on LSMART objectives, visit: <https://cteresources.bc.edu/documentation/learning-objectives/>
- Please describe how your presentation will be interactive and engaging for adult learners:
  - **Tip:** Specifics such as technology engagement tools, discussions, panelists, etc. will result in a higher review score.
- Intended Audience for your session:
- Session type (first choice):
  - Poster session

- Breakout session – 20 minutes (shared with another presenter during a 60-minute time slot)
- Breakout session – 60 minutes
- Other (by request)
- Session type (second choice):
  - Poster session
  - Breakout session – 20 minutes (shared with another presenter during a 60-minute time slot)
  - Breakout session – 60 minutes
  - Other (by request)

#### Focus Areas

- Please select which conference track best fits your presentation.
  - Building Trust in Public and Environmental Health (Leadership, Communication, Technology – Role of AI)
  - Foundational Public Health Services
  - Public Health Modernization and Transformation
  - Public Health Governance
  - Workforce
  - Policy & Advocacy
  - Environmental Health
- If Applicable: Please select which area of Environmental Health best fits your presentation
  - Food Safety
  - Licensed Establishments (Child Health, Body Art, etc.)
  - Land Use
  - Climate Change, Air Quality, Healthy Homes
  - Other
- Please select which Foundational Public Health Services best align with your session:
  - Assessment & Surveillance
  - Community Partnership Development
  - Equity
  - Organizational Competencies
  - Policy Development and Support
  - Accountability & Performance Management
  - Emergency Preparedness and Response
  - Communications

- Public Health Impact: Please describe in 2-3 sentences the Public Health Impact and/or Implications of your session content.

#### Additional Information

- Has this abstract been presented prior to the Confluence 2025 conference?
  - Yes
  - No
  - If this abstract has been presented previously, please describe.
- Do you plan to charge for your session? Financial compensation for speakers is limited - please contact [kayla.chipongian@cphamt.org](mailto:kayla.chipongian@cphamt.org) for more information.
  - Yes
  - No
  - If you plan to charge for your session, please describe.
- Please add any additional comments or questions for the Conference Abstract Review Committee

### How to Submit an Abstract

Abstracts must be submitted online via this form: <https://forms.office.com/r/0DFVxu6eEJ>

A word version of the abstract proposal outline is available here:  
<https://www.confluencepha.org/confluence-conference>

Please contact [Kayla Chipongian](mailto:kayla.chipongian@cphamt.org) if you have any questions or need assistance / an alternate format to submit your abstract.

### Timeline

Please complete the abstract submission form by December 20, 2024, 11:59pm MT for consideration.

### Registration

All presenters will need to register to attend the conference at the appropriate fee. For details and to register, visit: <https://www.confluencepha.org/confluence-conference>. Scholarship support to attend will be available. More information coming soon.