**Document 1**

Submission form for 2023 IFCC Live Webinars

Proposal

**Title of the Webinar:**

**Overview (two or three short paragraphs):**

**Proposed dates (to be confirmed):**

The webinar duration is 90 minutes: it comprises three presentations of 20 min each followed by 20 min of panel discussion at the end.

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| --- | --- |
| Chair/Moderator | |
| **Title** | □Dr.  □Prof.  □Mr.  □Ms.  □Mrs. |
| **Name** |  |
| **Email** |  |
| **Institution** |  |
| **Country** |  |
| **Short Biography**  **(limited to 100 words)** |  |

|  |  |
| --- | --- |
| Speaker 1 | |
| **Title** | □Dr.  □Prof.  □Mr.  □Ms.  □Mrs. |
| **Name** |  |
| **Email** |  |
| **Institution** |  |
| **Country** |  |
| **Title of the presentation** |  |
| **Short Biography**  **(limited to 100 words)** |  |
| **Question\*** |  |
| **Answers\*** |  |

**\*Please indicate one multiple choice question, related to your presentation, indicating the right answer.**

|  |  |
| --- | --- |
| Speaker 2 | |
| **Title** | □Dr.  □Prof.  □Mr.  □Ms.  □Mrs. |
| **Name** |  |
| **Email** |  |
| **Institution** |  |
| **Country** |  |
| **Title of the presentation** |  |
| **Short Biography**  **(limited to 100 words)** |  |
| **Question\*** |  |
| **Answers\*** |  |

**\*Please indicate one multiple choice question, related to your presentation, indicating the right answer.**

|  |  |
| --- | --- |
| Speaker 3 | |
| **Title** | □Dr.  □Prof.  □Mr.  □Ms.  □Mrs. |
| **Name** |  |
| **Email** |  |
| **Institution** |  |
| **Country** |  |
| **Title of the presentation** |  |
| **Short Biography**  **(limited to 100 words)** |  |
| **Question\*** |  |
| **Answers\*** |  |

**\*Please indicate one multiple choice question, related to your presentation, indicating the right answer.**

**\*The three questions are going to be asked to the audience at the end of the webinar.**

**Please kindly attach:**

* **A good quality picture of the chair/moderator and of the speakers**
* **The CV of the speakers and publications on the topic of the webinar**

**Document 2**

**Conflict of Interest Statement**

A conflict of interest occurs when the financial interests of a speaker/author potentially preclude an unbiased, scientific presentation of a subject. The reason for requesting disclosure of possible conflict of interest is not to censor or exclude speakers, but to inform the audience so they may decide for themselves whether a presentation is biased. Information from this declaration will be disclosed to participants as follows: “Dr. Jones has research support from XYZ Company,” but will **not** **necessarily** be used to exclude speakers from a program.

All speakers must disclose any possible conflict of interest regarding the topic that is being presented. A conflict of interest is defined as any financial interest of the speaker in a company's products or services discussed in the presentation. For example, if the speaker (1) holds stock in the company, (2) is paid salary or consultant fees by the company, (3) has grant support from the company, and/or (4) has received support for travel expenses, honoraria, etc., from the company, a conflict of interest exists regarding this topic and must be reported. If the speaker has a financial interest in a company but is not discussing a product or service of that company, no conflict of interest must be disclosed.

**All speakers must complete this form.**

|  |  |
| --- | --- |
| I have read the above statements (please check the appropriate box and sign below): | |
| * I declare that neither I nor any member of my immediate family has a financial interest in a company as defined in this document. | □ |
| * I (or a member of my immediate family) have a financial interest in a company as defined in the policies on conflict of interest (specify below). | □ |

|  |  |
| --- | --- |
| Name: (print) | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Signature: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Date: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| --- | --- |
| **Financial Interest Disclosure** | |
| Grant/Research Support | Company(ies) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Salary/Consultant Fee | Company(ies) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Stocks/Bonds | Company(ies) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Honorarium/Expenses | Company(ies) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |