



Submitted by: _____

PROPOSAL INFORMATION FORM

1. What category is your presentation? (When considering proposals the committee will give preference to the featured educational tracks of Clinical, Financial Management, Operational Management and Lead Generation.)

- Clinical Track Financial Management Track Operational Management Track
 Lead Generation Track General Track (other topics specific to the private duty industry)

2. Title of Topic: _____

3. Target audience: New Owners (1-5 Years) Veteran Owners (10+ Years) All

Reasoning for level designation: _____

4. Provide a 40-word description for the promotional brochure:

5. List the overall goal of this presentation: _____

6. Please attach a brief outline of your presentation, and provide the length of time you will need for your presentation.

7. Will you have handouts for participants? Yes No

A WORD ABOUT HANDOUTS: We strive to provide our attendees with exceptional resources during our conference that can be brought back to their agency after the conference. Speakers are to submit high quality, substantive materials to be used as handouts for participants. These handouts will go into our program and/or onto a flash drive. Handouts should be limited in length to 15 pages, but no more than 30 pages single-sided. Speakers using PowerPoint presentations will be required to provide the presentation To the NPDA for distribution to attendees.

9th Annual Leadership Conference
March 2-4, 2010 – Las Vegas, NV
Presenter Proposal (page 2 of 2)



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SPEAKER INFORMATION FORM

Complete the following speaker information. Please use one form per speaker.

Name: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Email _____

Position: _____

Education: (include basic through highest degree held): _____

Briefly describe your professional experience or areas of expertise, which contribute to your particular involvement in this professional education activity.

If you have not spoken at the NPDA Conference in the past, please list names, addresses and phone numbers of three people who have witnessed your presentation skills or submit a DVD for review.

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- Please include at least a 75 word biographical sketch or resume with this proposal.
 - A recent headshot photo of yourself in .bmp, .gif, or .jpg file format.

Send proposal, biography, and headshot via email to lori@privatedutyhomecare.org
no later than August 1, 2010

For further information:

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