

# 2025 CALL FOR WEBINARS



**Deadline: October 4**

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## Overview

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Through the Association for Dental Safety (ADS), formerly known as the Organization for Safety, Asepsis and Prevention (OSAP) webinar program, participants are provided with high-quality education and training without leaving the home or office. ADS offers a broad range of programming hosted by industry experts to help keep participants up to date on best practices, hot topics, and subjects of special interest in dental infection prevention, occupational health, and patient safety.

Participants gain insight and knowledge to help them take their careers and communities to the next level, while gaining valuable CE credits. We want you to be a part of this education initiative, giving your peers the knowledge and skills, they need to elevate the safety of both patients and practitioners. Submit a proposal for consideration!

## Application Deadline

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**October 4, 2024**

## Proposal Requirements

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We recommend that you write your proposal in a Word processing program and then paste it into the submission site. *Once you start the application, you cannot move backward.* However, you can make edits post-submission until **Friday, October 4, 2024**.

**Submission Website:**

<https://site.pheedloop.com/portal/event/EVEJXNGATWEIC/submission/CALK36CV0EAA19K/>

Please provide enough details for the review committee to evaluate the presentation. Failure to do so may result in rejection. Describe or outline topics with enough detail for reviewers to fully understand the proposed content and presentation strategies. A description, “such as will review topic A,” is inadequate.

If the proposal is accepted, ADS will use the information on the ADS Event Calendar, Zoom Registration page, and in email and social media marketing.

A confirmation email will be sent upon completion of the submission. This email will come from **2025 ADS Webinar Series** <[no-reply@pheedloop.com](mailto:no-reply@pheedloop.com)> and have the following subject: **Thank you for applying!** If you have questions, please get in touch with [office@MyADS.org](mailto:office@MyADS.org).

**\*\*If you are submitting the application on behalf of the speaker, please make sure the enter the speaker's contact information on the screen below \*\***

2025 ADS Webinar Series  
Submission Portal

Proposal Application

Event Information

Start Session Cospeakers Survey Files Success

Email \*

Next

**Enter the speaker's email address.**

2025 ADS Webinar Series  
Submission Portal

Proposal Application

Event Information

Start Session Cospeakers Survey Files Success

Email \*

ehammonds@myads.org

First Name \* Last Name \* Designations

Emily Hammonds MA

Organization \* Role/Title \*

Association for Dental Safety Association Manager

Next

**Enter the speaker's contact information in this section.**

## Title

Webinar titles should be limited to 10 words and should be entered in title case, following AP style. Titles should not be in “all caps.” [Click here to Capitalize My Title.](#)

- *Remember:* Make the title dynamic and conclusive, rather than descriptive. A powerful title excites the reader and should convince someone to attend your presentation.

## Description

Webinar descriptions should be limited to 200 words. Do not include references. Your webinar description text **will be** published if your proposal is accepted.

- *Remember:* When developing your webinar description, focus on what the participants will “take away” from the presentation. Write concisely and in the second person (e.g., “you will learn” rather than “I” or “we”). Avoid writing opinions about the topic or advertisements for the speaker.

## Learning Objectives

Write up to **three (3)** clear and focused learning objectives. Learning objectives tell participants what the programming will teach or enable them to do.

- *Remember:* Complete this stem: “After participating in this webinar, learners will be able to: ...”
- Begin each objective with an action verb from [Bloom’s Taxonomy](#) (e.g., Describe, Define, Explain, Identify, Summarize, etc.).
- Do not use verbs that are difficult to measure (e.g., Understand, Learn, Know, Be aware, etc.)

## Co-Speakers

Specify the proposed co-speakers (**up to 2 is allowed**), and you provide the following information: First name, Last name, Email address, Designations (e.g., DDS, RDH, RDA, etc.), Organization, Title, State/Province, and City.

## High-Level Topics

Select the high-level topics that will be covered in your webinar.

Accreditation	Instrument Processing	Respiratory Hygiene/Cough
Aerosols	Laboratory Infection Control and	Etiquette
Antibiotic Stewardship	Safety	Respiratory Protection
Culture of Safety	Sharps Safety	Safe Injection Practices
Current and Emerging Diseases	Nitrous Oxide	School Sealant Programs
Dental Unit Waterlines	Office Design	Sedation and General Anesthesia
Emergency Preparedness	Personal Protective Equipment	Standards Development
Engineering	Portable & Mobile Dentistry	Sterilization and Disinfection
Environmental Infection Control	Practice Management	Surveillance
Ergonomics	Public Health	Training & Personnel
Eye Safety	Quality Assurance	Vaccines and Preventable Diseases
Global Health	Radiation Safety	Waste in the Dental Setting
HIV/AIDS	Regulatory	Other
	Research	

## Scientific Articles/References

Please list 2 - 3 scientific articles/references related to your topic that will be used in your webinar.

### Speaker Degrees/Credentials

Provide the speakers degrees/credentials (e.g., DDS, RDH, RDA, MPH, etc.)

### Speaker Bios

Provide a brief speaker bio for each speaker – this information will be published.

### Disclosure of Relevant Financial Relationships and Conflicts of Interest

Speaker(s) must disclose whether they (or an immediate family member) have a financial interest/arrangement or affiliation with the corporate organization offering financial support or grant monies for this continuing dental education program or have a financial interest in any commercial product(s) or service(s) they will discuss in the presentation.

### Resume/CV & Additional Files

- Upload a resume/CV for each speaker (**required**)
- Upload any additional documentation (slides, papers, handouts, etc.) that will help support your proposal (*not required*)

## Presentation Information

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### Who is eligible to apply/speak?

Only ADS members are eligible to submit a webinar proposal.

*Note: Owners and employees of a commercial interest cannot serve as a speaker on a webinar related to business lines or products of their company.*

### How long does a webinar last?

Webinars typically run 60 minutes, which includes 5 minutes for introduction, a 45-minute presentation, and 10 minutes to address participant questions.

### Can the webinar promote products?

Webinars **cannot** promote a specific drug, device, service, or technique of a commercial entity.

### When do webinars take place?

ADS webinars are usually presented on Wednesdays at 4:00 PM Eastern.

### What are the speaker's responsibilities?

1. Complete the online application.
2. If accepted, sign ADS's speaker agreement.
3. Submit presentation materials no later than four (4) weeks in advance of the program.
  - a. PowerPoint presentation, on ADS's template.
  - b. Five (5) multiple choice questions with correct answers indicated.
  - c. Resources and References
4. Locate a quiet room, a computer with Internet capabilities, a landline phone connection, and a headset to present the webinar.
5. Participate in a webinar practice session before your scheduled webinar date.
6. Plan to log on to the webinar 15 - 20 minutes before the presentation's scheduled start time.
7. Identify a back-up presenter should an emergency occur on the presenter's scheduled webinar date and time.

### What is the compensation?

If selected as an ADS webinar speaker, ***presenting is voluntary, and no compensation will be provided.*** To meet ADA CERP requirements, speakers are strictly prohibited from discussing/promoting their services or products.

## Review and Selection Process

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Webinar proposals are assessed based on their content and relevance, clarity, format, degree of learner interactivity, quality of writing, the value of learning objectives, past successes of similar presentations, number of other submissions on the same topic, historical speaker evaluation ratings, and the proposal’s overall contribution.

Each completed submission is peer reviewed and evaluated using the criteria provided in the evaluation rubric.

The review committee reserves the right to accept all or part of a proposal (e.g., edits to the title, objectives, speakers, or combining it with another webinar, topic, etc.).

### Evaluation Rubric

Criterion	Excellent – 4	Good – 3	Fair – 2	Needs Extensive Improvement - 1
<b>Content</b>	The proposal presents issues of immediate relevance and importance for dental infection prevention, occupational health, and/or patient safety, with evidence-based current best practices.	The proposal focuses on issues and evidence based on current best practices in dental infection prevention, occupational health, and/or patient safety.	The proposal is related to dental infection prevention, occupational health, and/or patient safety, but does not contain information relevant to best practices.	The proposal does not clearly focus on issues of importance and relevance to best practices in dental infection prevention, occupational health, and/or patient safety.
<b>Clarity</b>	The title, webinar description, and learning objectives clearly describe the webinar.	The title, webinar description, and learning objectives are generally well described.	The title, webinar description, and learning objectives are unclear.	The title, webinar description, and learning objectives are incomplete and unclear.
<b>Format</b>	The proposal clearly addresses the learning objective(s) in a well-organized, provocative, and interactive format.	The proposal addresses the learning objective(s) in a well-organized format.	The proposal does not clearly describe how it addresses the learning objective(s), or the format and organization of the webinar are unclear.	The proposal does not demonstrate a connection to the learning objective(s), and the format and organization of the webinar are unclear.
<b>Professional Writing</b>	The proposal is well written.	The proposal has minor errors and would require some editing.	The proposal has errors and would require significant editing.	The proposal requires complete rewriting to understand its meaning.
<b>Contribution</b>	The proposal will make a significant contribution and should attract many participants.	The proposal would make a meaningful contribution and should be of interest to at least one section or group of participants.	The proposal will make a small contribution and will be of interest to a few participants.	The proposal will make no contribution and will attract few participants.



## Continuing Education Information

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### ADA CERP Recognition



ADS is an ADA Continuing Education Recognition Program (CERP) Provider.

ADA CERP is a service of the American Dental Association to assist dental professionals in identifying quality providers of continuing dental education. ADA CERP does not approve or endorse individual courses or instructors, nor does it imply acceptance of credit hours by boards of dentistry.

Concerns or complaints about a CE provider may be directed to the provider or to the Commission for Continuing Education Provider Recognition at [ADA.org/CERP](https://www.ada.org/CERP).

[Learn more about ADS's CE Program & Provider Recognition.](#)

### CE Guidelines

- Presentations must provide a balanced view of all evidence-based infection prevention and safety options.
- Presentations must **NOT** promote specific products, drugs, devices, services, or techniques.
  - Whenever possible, generic names must be used to contribute to the impartiality of the program presented. If reference must be made to a specific product by its trade name, reference shall also be made to competitive products.
- Speaker(s) must disclose whether they (or an immediate family member) have a financial interest/arrangement or affiliation with the corporate organization offering financial support or grant monies for this continuing dental education program or have a financial interest in any commercial product(s) or service(s) they will discuss in the presentation.
  - Disclosure will include the speaker's name, the name of the commercial interest, and the nature of the relationship the individual has with each commercial interest.
  - Disclosure will not include the use of a trade name or product message.
  - For individuals that have no relevant financial relationships, the speaker will disclose that no relevant relationships exist.
  - Disclosure will be made before the start of the continuing education activity and will be made in writing, either in publicity materials, course materials, and/or audiovisual materials.
- Owners and employees of a commercial interest cannot serve as a speaker on a webinar related to business lines or products of their company.