2026 CALL FOR WEBINARS



Deadline: October 3

Table of Contents

| Overview | 3 |
|--|---|
| Application Deadline | 3 |
| Proposal Requirements | |
| Webinar Title | |
| Webinar Description | |
| Learning Objectives | |
| Keywords | |
| Resume/CV | |
| Commercial Interest – Speaker Policy | |
| Disclosure of Relevant Financial Relationships and Conflicts of Interest | |
| Additional Files | 6 |
| Presentation Information | |
| Review and Selection Process | 8 |
| Evaluation Rubric | |
| Continuing Education Information | |
| ADA CERP Recognition | |
| CE Guidelines | |

Overview

Through the Association for Dental Safety (ADS) 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

Friday, October 3

Proposal Requirements

All proposals must be submitted online. We recommend that you write your proposal in a Word processing program and then paste it into the submission site. You can make edits post-submission until **Friday, October 3**.

Submission Website:

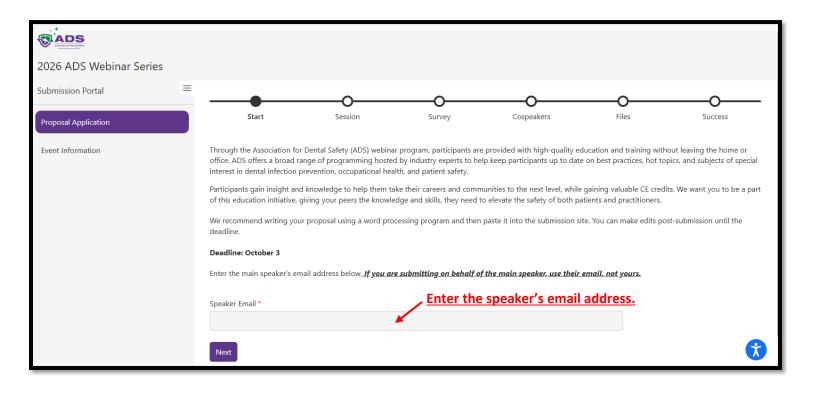
https://site.pheedloop.com/portal/event/EVERAAKPUFNNE/submission/CALRS7CFTMI7YGG

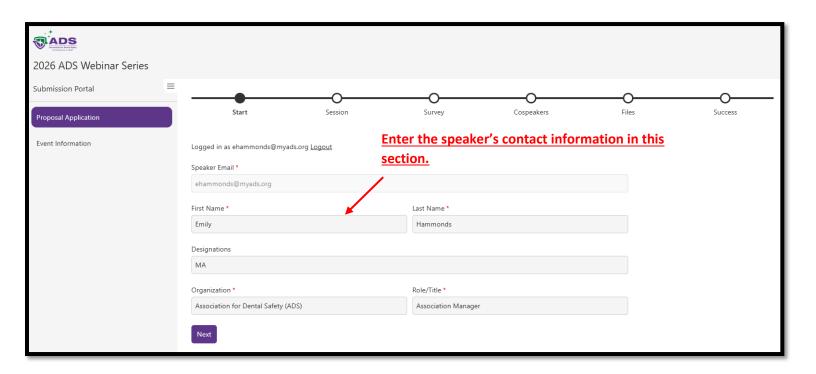
Please provide enough details for the review committee to evaluate the presentation. Failure to do so may result in rejection. Describe or outline topics with enough detail for reviewers to fully understand the proposed content and presentation strategies. A description, "such as will review topic A," 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 **2026 ADS Webinar Series** <<u>no-reply@pheedloop.com</u>> and have the following subject: **Thank You for Your Webinar Submission!** If you have questions, please get in touch with <u>office@MyADS.org</u>.

**If you are submitting the application on behalf of the speaker,
please make sure the enter the speaker/scontactinformation on the screen below **





Webinar Title

Limited to 150 characters and entered in title case, following AP style. Should not be in "all caps." <u>Click here to Capitalize My Title</u>.

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

Webinar Description

Limited to 5,000 characters (*do not include references*). If your proposal is accepted, your description <u>will</u> be posted online as submitted.

- 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.
- Need help wording your description? <u>Try ChatGPT</u>!

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 <u>Bloom's Taxonomy</u> (e.g., Describe, Define, Explain, Identify, Summarize, etc.).
- Do <u>not</u> use verbs that are difficult to measure (e.g., Understand, Learn, Know, Be aware, etc.)

Keywords

List 2-3 keywords to describe the high-level topics/content that will be covered (e.g., antibiotic stewardship, culture of safety, risk management).

Scientific Articles/References

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

Speaker Information

Provide first and last name, degrees/credentials (e.g., DDS, RDH, RDA, MPH, CDIPC, DISIPC), speaker bio and headshot for each speaker (limit 2 speakers).

Resume/CV

Upload a resume/CV for each speaker (required)

Commercial Interest – Speaker Policy

ADA CERP defines a commercial interest as an entity whose primary business is producing, marketing, selling, reselling, or distributing healthcare products used by or on patients, or an entity that is owned or controlled by an entity whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients.

Owners or employees of commercial interests may be ineligible to act as speaker because of the opportunity to introduce commercial bias. The following exceptions are situations where owners or employees of a commercial interest may be eligible to act as instructors:

- Content of the CE is not related to the business lines or products of their employer/company.
- Content of the CE is limited to basic science research (e.g., preclinical research and drug discovery), methodologies of research, and no care recommendations are given.
- Participating as technicians to teach the safe and proper use of medical devices, do not recommend whether or when a device is used.

You will need to attest that you understand you may be ineligible to speak if you are an owner or employee of a commercial interest and your presentation does not fit into the exceptions listed above.

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. If the speaker has nothing to disclose, type in "Not Applicable".

Example relationships include:

- Grants/Research Support
- Consultant
- Stock Shareholder
- Governance
- Honorarium
- Employee
- Other Financial or Material Support

Additional Files

Upload any additional documentation (slides, papers, handouts, etc.) that will support your proposal *(not required)*

Presentation Information

Who is eligible to apply/speak?

Only ADS members are eligible to submit a webinar proposal.

How long does a webinar last?

Webinars are 60 minutes:

- 5 minutes for introduction
- 45-minute presentation
- 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?

All ADS webinars are 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 three (3) 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. Plan to log on to the webinar 15 20 minutes before the presentation's scheduled start time.
- 6. 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

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 |
|-------------------------|---|---|--|---|
| Content | 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. |
| Clarity | 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. |
| Format | 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. |
| Professional Writing | 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. |
| Contribution | 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

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.

Learn more about ADS's CE Program & Provider Recognition.

CE Guidelines

- Owners and employees of a commercial interest cannot serve as a speaker on a webinar related to business lines or products of their company.
- 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 images of products are used in the presentation, the speaker(s) will cover all logos and branding. 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.
 - o 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.