

WELCOME TO THE 2011 ACVIM FORUM PLANNING COMMITTEE
Committee Members 2010-2011
ACVIM Forum Website: <http://www.acvimforum.org>

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 July 30 – Aug 15

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ACVIM FORUM PROGRAM PHILOSOPHY

The Development of a successful 2011 Forum Program is achieved through the contributions of the 6 ACVIM Program Subcommittees and 16 Affiliated, Allied, and Interest Groups. The Committees should be guided by the program philosophy: **Continuing education and basic/clinical research programs should be thematic, state-of-the-art, and relevant to the practice of Specialties within the American College of Veterinary Internal Medicine.**

2011 ACVIM Forum Program Subcommittees

Small Animal Internal Medicine Chair
 Assistant Chairs

Equine Internal Medicine Chair
 Assistant Chair

Food Animal Internal Medicine Chair
 Assistant Chair

Cardiology Chair
 Assistant Chair
 Oncology Chair
 Assistant Chair
 Neurology Chair
 Assistant Chair

Dr. Nolie Parnell
 Dr. David Polzin
 Dr. Cynthia Ward
 Dr. Phoebe Smith
 Dr. Harold McKenzie
 Dr. Meredyth Jones
 Dr. Melanie Boileau
 Dr. Mike Luethy
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 Dr. Sue Lana
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ACVIM Affiliated, Allied and Interest Groups

American College of Veterinary Nutrition/AAVN
 American Board of Veterinary Practitioners
 American College of Vet Clinical Pharm/AAVPT
 American Society for Veterinary Clinical Pathology
 Association of Vet Hematology & Transfusion Med
 Comparative Gastroenterology Society
 Infectious Disease Study Group/ACVM
 Society for Comparative Endocrinology
 One Medicine/ACVIM-ERC
 Society for Veterinary Nephrology/Urology
 Veterinary Comparative Respiratory Society
 Veterinary Emergency and Critical Care Society
 Veterinary Ultrasound Society

Management Program (CommunicationsCommittee)
 Veterinary Technicians

Dr. Vincent Biourge
 Dr. Liz McMurtrie
 Dr. Dawn Boothe
 Dr. Leslie Sharkey
 Dr. Stephanie A Smith
 Dr. Karin Allenspach
 Dr. Jane Sykes
 Dr. Rebecka Hess
 Dr. Kate Meurs
 Dr. Dave Polzin
 Drs. L Rozanski/M Mazan
 Dr. Sean Smarick
 Drs. Bob O'Brien &
 Jay Stefanacci
 Dr. Sandy Willis
 Linda Merrill

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THANK YOU returning committee members and WELCOME new committee members for agreeing to participate on the 2011 ACVIM Forum Program Committee. The 2011 Forum will be in Denver, CO from Wednesday, June 15th through Saturday, June 18th.

RESOURCES TO HELP YOU

1. This document.
2. ACVIM website <http://www.acvimforum.org/> Select "ACVIM Forum Program Committee" on the left. The top of the page lists important dates and deadlines, and the bottom of the page, under "Helpful Links" are links to many additional important documents, including information on speaker disclosure/conflict of interest.

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1. DATES TO REMEMBER

Date	Activity
July 15	AASIG Programs, including moderators and Speaker Contact Forms, submitted to appropriate Specialty Chair and copied to Marlene Hauck
Sept 1	All Specialty Programs, including moderators and Speaker Contact Forms submitted to Forum Chair Submission of Technician, Business and One Medicine Programs, including moderators and Speaker Contact Forms, due to Forum Chair (Business and OM) or Assistant Chair (Technician)
Feb 1	Proceedings turned into the ACVIM office

2. DETAILED TIMELINE

June	Solicit requests for speaker/topic submissions on appropriate list serve(s)
July 15	Programs from Allied, Affiliated, and Interest groups (AASIGs) submitted to appropriate person: <ul style="list-style-type: none"> • PLEASE INCLUDE SPEAKER CONTACT INFORMATION • Include a moderator from your group • Please send all program submissions to Marlene Hauck with copies to appropriate specialty subcommittees as below • Small Animal Programs are submitted to Nolie Parnell/Dave Polzin/Cindi Ward, Chair/Assistant Chairs of the SAIM subcommittee • Large Animal Programs (VCRS Equine, AAVN/ACVN Food Animal) to Phoebe Smith, and Meredyth Jones, chairs of the equine and food animal subcommittees. • If a complete program is not submitted by this date, it will be excused from the Scientific program for that year, and the hours will be filled by the Specialty sub-Committee members to which the program was to be submitted • If Research Reports are included as part of your program, please include the speaker name and Report Title with your program. The final Abstract will not be due until Feb.1
July 15	Speaker/Topic Suggestion Submissions Close
~July 18	Subcommittees receive compiled submissions; available on ACVIM website
Sept 1	Programs due from 6 ACVIM subcommittees, One Medicine, Business (send to Marlene Hauck) and technician subcommittee (send to Suzi White). <ul style="list-style-type: none"> • PLEASE INCLUDE SPEAKER CONTACT INFORMATION • Submitted Programs include SOTA speaker/Comprehensive Reviews/ Interactive Sessions/ Post Graduate Courses • Moderators, chosen from within the AASIG, should be included in the submission for each block of presentations. • Programs will undergo review and be returned to Specialty subcommittee Chairs for revision within two weeks of initial submission
Oct 10	Final Programs to the Board for approval
Nov 20	Selected Speakers notified via publication of ACVIM Forum program on the website
Dec 1	Research Reports/Abstract Submissions For the Specialty Programs due. Submission forms will be designed so they can “roll-over” directly into the abstract submissions if not selected as a Research Report
Dec 20	Research Report Programs submitted to Forum Chair (Marlene Hauck)
Jan 5	Authors of Research Report Notified of Submission Status
Feb 1	Proceedings Submission to the ACVIM office. These include proceedings for Comprehensive Reviews/ Interactive Sessions/ Post Graduate Courses. These should also include proceedings for an “Best Of” presentations. Proceedings are then distributed to the appropriate Specialty Subcommittee Chairs and members for general editorial review
Mar 15	Reviewed Proceedings returned to ACVIM office Last day for submission of documents to be included in the hard copy Proceedings & CD
Mar 15	Identify new subcommittee chairs and members for 2009 Forum development. Please remember that the Specialty Presidents have the final say on appointing Subcommittee Chairs and Members.
April 1	Submission Deadline for Late Breaking Reports with Abstracts, Emerging Issues Presentation Last day for submission of information that can be included in the final Forum Program

3. STEPS TO PREPARING A PROGRAM

Picking the Speakers

1. 16 Allied, Affiliated, and Interest Groups (AAIGs)
 - a. In developing your program, please draw primarily from the expertise within your group rather than the Speaker/Topic Submission Information
 - b. Allied, affiliated, and interest group talks should be comprised of Comprehensive Reviews alone, or include a combination of Comprehensive Reviews and “Best of” presentations (e.g. “Best of the Comparative Respiratory Society meeting”)
 - c. If 1 hour of “Best of” are included as part of your program, the Speaker Name, Title, and Speaker Contact Information including a 50 word description should be included with your completed program which should be submitted on July 15th. The proceedings for all talks are due on Feb. 1st.
 - d. You may have a large animal topic in your program (that has been placed within the SAIM program) but alert the Forum Program Chair so we can be prepared to put this program in a place on the grid where it is seen by the LA attendees.
 - e. Please select your moderators from within your group, in order to minimize double-booking people who volunteer to moderate through the ACVIM.
2. Lecture Categories: see page for descriptions

Research: Research, Study Proposals, and State of the Art Speaker
Comprehensive Reviews: Fundamental Principles, Applied Medicine
Interactive Sessions: Case Discussions, Panel Discussions, Workshops, Year-in Review (“Best of”)

Putting the Program Together

1. When developing any program, look back through the previous several years to be certain that the topics are not redundant.
2. As you select speakers, take a look at their qualifications. Be sure that they meet the speaker requirements for the category in which they are to speak. **ALSO CHECK IF THERE IS A CONFLICT OF INTEREST. IF ONE EXISTS, PLEASE CONTACT THE FORUM CHAIR IN ADVANCE TO DISCUSS INCLUDING THE LECTURE IN YOUR PROGRAM.** There is a conflict of interest form for all speakers available on the ACVIM website, as well as a formal document defining a COI, at <http://www.acvimforum.org/websites/forum2010/index.php?p=423>.
3. As you develop your final program, evaluate the titles. The title of the talk should provide the reader a good idea of the lecture content. For example, a talk titled “Respiratory Diseases of Neonatal Kittens” is much too broad. An effective title should include the types of diseases and the aspect of medicine that the author will discuss. A title like “Serologic Identification and Treatment of Viral Respiratory Diseases in Kitten and Cats” is a much more informative title. In addition, please ask your speakers to avoid catchy titles, and to use the wording “in Cats” or “in Dogs” rather than “in the Cat” or “in the Dog”. Titles should not exceed 75 characters. Sessions that have two titles in a 50-minute time period should not exceed 35-40 characters.

4. SESSIONS IN YOUR FORUM PROGRAM (PRE-FORUM PROGRAM NOT INCLUDED):

2011 ACVIM Forum Program Schedule	# of Sessions			# 50-Min Sessions
	4 hr	3 hr	2 hr	
Keynote/Consensus Sessions			1	2
One Medicine	1			4
Small Animal Internal Medicine				
SOTA			1	2
Research (Including LBRR, Studies)	1		2	8
Comprehensive Reviews	4	1	3	25
Post Graduate Courses	3			12
Clinical Workshops	2			8
Clinical Pathology (ASVCP)	2			8
Clinical Pharmacology (ACVCP/AAVPT)	1	1		7
Emergency & Critical Care (VECCS)	2			8
Endocrinology (SCE)	1			4
Liver and GI (Liver Study Group; CGS)	1	1		7
Hematology (AVHTM)	1			4
Infectious Dz (Infectious Dz Study Group/ACVM)	1		1	6
Urology (SVN/U)	1			4
Nutrition (AAVN/ACVN)	1			4
Respiratory (VCRS)		1		3
Ultrasound (Veterinary Ultrasound Society)	1			4
Total				114
Equine Internal Medicine				
SOTA			1	2
Research (Including LBRR, Studies)	1		1	6
Comprehensive Reviews	2	1	2	15
Post Graduate Courses	1			4
Clinical Workshops	1			4
AAVN/ACVN or VCRS	1			4
Total				35
Food Animal Internal Medicine				
SOTA			1	2
Research (Including LBRR, Studies)	1			4
Comprehensive Reviews	3	2		18
Clinical Workshops	1			4
Post Graduate Courses	1			4
AAVN/ACVN or VCRS	1			4
Total				36
Cardiology				
SOTA			1	2
Research (Including LBRR, Studies)	1		1	6
Comprehensive Reviews	2	1	1	13
Clinical Workshops	1			4
Total				25
Neurology				
SOTA			1	2
Research (Including LBRR, Studies)	2			8
Comprehensive Reviews	2	1		11
Post Graduate Course (2012-Cardio)	1			4
Total				25
Oncology				
SOTA			1	2
Research (Including LBRR, Studies)		1	1	5
Comprehensive Reviews	3		1	14
Clinical Workshops	1			4
Total				25

Practice Management	2			8
Veterinary Technicians	10	2		46
Total				320

5. LECTURE DESCRIPTIONS

I. RESEARCH FOCUSED LECTURES

1. Research Reports (25-minute sessions, one speaker per session)

Research Reports are presented by an active researcher the field. Research Report permits an active researcher the opportunity to present new findings using an extended abstract format. The presented findings may be clinical or basic in nature. The length of these lectures is 25 minutes to allow for a more in depth explanation of research approach, findings and interpretation, but the overall style of the lecture should be that of an abstract. Specifically, introductory information should be only a small part of the material presented, with the majority of the lecture comprising cutting edge research findings.

Speaker Qualifications: Presented by an active researcher the field. PhD candidates, Post-doctoral students, and young faculty may be considered, but residents and candidates may not present in this category. Only one presenter per 25-minute session unless approved by the subcommittee chair

Target Audience: other Researchers, Specialists, and Interested Attendees

Subcategories:

A. Research Reports:

- Lectures selected from submissions
- Reports on similar talks are scheduled together

Proceedings: Abstract submitted on Dec. 1 unless Late-Breaking Research Report

II. COMPREHENSIVE REVIEW LECTURES

(50-minute lectures usually delivered by the same speaker)

Comprehensive Reviews provide an extensive, critical, up-to-date overview of a topic that is directly or indirectly applicable to Veterinary Internal Medicine. Lecture content is derived from evidence based reports and similar sources with minimal inclusion of empirical information. Presentation of subject matter should well exceed that of an advanced graduate or advanced professional student/resident lecture in complexity and depth. Comprehensive Reviews are divided into two categories; Fundamental Principles of Disease or an area of Applied Medicine.

- Fundamental Principles of Disease lectures are reviews of topics relate to medical physiology or pathophysiology of disease such as “Pathogenesis of cardiac arrhythmias” or “New hypotheses in mechanisms of metastasis”. Lecture content is not required to directly impact clinical practice, but should encompass an aspect of veterinary medical knowledge, and inclusion of unpublished data is strongly encouraged.
- Applied Medicine presentations provide a critical and extensive review of topics directly relate to the practice of veterinary internal medicine with the greatest portion of the information derived

from scientific reports published in the past 3 to 5 years. Lecture content provides the attendees new information that directly applies to the practice of cutting edge veterinary internal medicine. Title examples include “Recent developments in managing refractory epileptic patients”, “Renoprotective mechanisms of angiotensin-converting enzyme inhibitors” or “Trilostane complications”, and inclusion of unpublished data is strongly encouraged.

Target Audience: Veterinary Specialist, Professionals, and Active Basic /Clinical Researchers

Speaker Qualifications: Board Certified Medical Professional or Accomplished Researcher (PhD) in the field. Board Certification is not limited to ACVIM

Proceedings: 3 pages per lecture due on Feb 1st.

III. INTERACTIVE SESSIONS: Interactive Sessions will be submitted along with all topic/speaker suggestions. A select few will be included in the professional grid while the remaining may be selected for the evening or early morning time periods.

1. Year in Review (50 minute presentation)

A summary of the previous year’s peer-reviewed publications related to an advanced area of Internal Medicine is presented in Year-In-Review lectures in an informal/discussion format. One or more Specialists conduct the presentation with a recognized expertise in the area of discussion. When necessary, the presenters may provide a small amount of background information, but the majority of presentation/discussion will focus on the peer-reviewed literature published in the past year relating to the topic of interest. An example title for a session of this nature is “Year-In-Review; Advances in Bovine Respiratory Disease.” Critical evaluation of information is encouraged during these sessions but presenters are advised not to interject personal biases in the discussions of data or publications.

Target Audience: Veterinary Specialist, Professionals, Active Researchers, Candidates, and Residents

Speaker Qualifications: The presenter should be a Board Certified Specialist and/or have equivalent credentials such as a PhD in the area of discussion.

Cardiology, Equine, Food Animal, Neurology, Oncology, and SAIM may not exceed 2 hours of Year-in-Review in their program unless the Forum Chair gives special permission.

Proceedings: Reference list of manuscripts reviewed submitted on Feb. 1st

2. Case Discussions, Panel Discussions, Workshop: (Case Discussions and Workshops should be 2 X 50 minute sessions, Panel Discussions should be 1 X 50 minutes)

Case and Panel Discussions and Workshops are interactive sessions in which advanced medicine cases, clinical techniques, or pertinent topics in Veterinary Medicine are presented and discussed in an informal setting. While informal in style, information discussed during these sessions should be derived from evidence based scientific discovery and employed as justification for the differing approach and decision-making processes described by the presenters. Clinical examples selected for Case Discussions and Workshops should illustrate the most current methods of diagnosis and treatment, and demonstrate problem based approach to management of complex diseases encounter in the practice of Internal Medicine. Panel Discussions should provide a platform for critical examination of opposing views on topics of interest to the practice of Internal Medicine. Panel

members should be prepared to provide evidence-based findings to substantiate their varying positions on the topic of discussion.

Target Audience: Specialists and Advanced Practitioners, Candidates, and Residents

Speaker Qualifications: Presenters of Case Discussions and Workshops should be well recognized Board Certified Specialists with recognized clinical expertise and selected cases should illustrate the most current methods of diagnosis and treatment. Participants in Panel Discussions should be Board Certified Specialists or have equivalent qualifications such as PhD training and expertise in the area of the Discussion topic. All speakers should provide evidence-based findings to substantiate their position on the topic of discussion.

Specialties may not exceed 4 hours of Case Discussions, Workshops or Panel Discussions in their program unless the Forum Chair gives special permission.

Proceedings: If appropriate, 3 page manuscript due Feb. 1st.

TECHNICIAN PROGRAM

The Technician program will start on Thursday and run through Saturday afternoon. The format for the Technician Program is identical to the Professional Program excluding Research Reports. Two tracks will be developed. Track one will consist of a combination of Comprehensive Reviews while the second will be comprised of a combination of Comprehensive Reviews and Interactive Sessions.

There is also a 4 hour Technician PreForum Session on Wednesday afternoon, consisting of case reports.

Proceedings: 3 pages per lecture due Feb. 1st.

BUSINESS PROGRAM

The Business Program will start Saturday morning and run through the day. The format will be a combination of Lecture and Interactive sessions. Topics will provide Management and Business tips with some emphasis on topics that particularly apply to Specialty Practice.

Proceedings: Not mandatory, 3 pages per lecture due Jan 15th

6. ADDITIONAL SPEAKER RELATED INFORMATION

COMPENSATION FOR SPEAKERS

Lecture Length/Category	Complementary Registration	Presentation	Proceedings (abstracts)	Travel
<ul style="list-style-type: none"> • Research Reports • Late Breaking Research Reports • Study Proposals 	Included	\$250.00	No Payment	No Payment
SOTA	Included	\$1000.00 for 2 X 50 min lectures		Airfare 2 nights hotel 2 days per diem
<ul style="list-style-type: none"> • Comprehensive Reviews • Post-Graduate Courses • Interactive Sessions (non-commercial) 	Included	\$175/Lecture	\$75/Lecture if provided	\$500 (N. A.) \$1000.00 (Non-N. A.) Maximum: \$1000.00 (N. A.) \$2000.00 (non-N. A.)
Consensus Statement	Up to 7 (including the Chair)	Chairperson is provided \$1000.00 plus \$750.00 per member up to 6 members (Maximum amount = \$5500.00). Total is distributed among the committee members based on individual contribution.		
Keynote	Included	As worked out with sponsor – usually around \$2,000.00 total cost		

ACVIM SPONSORSHIP POLICIES

1. The policy states: "Program sponsorship will be solicited by the ACVIM Sponsorship Coordinator after programs have been submitted to the Program Chair. Program Subcommittee Chairs may not solicit sponsorship, and Company representatives may not be solicited in the formulation of programs by the various subcommittees."
2. The Purpose of the policy is to protect the scientific integrity of the Program.
3. Subcommittees are encouraged to use the Speaker Contact Forms to suggest possible corporate sponsors for specific sessions or talks.
4. **Do NOT contact potential sponsors yourself:** the ACVIM Sponsorship Coordinator will arrange sponsorships.
5. **Do NOT request additional honoraria or expense allowance for speakers** in your programs.

LECTURE LIMITS - HOW MANY SESSIONS CAN ONE SPEAKER PROVIDE?

Each speaker should be limited to two hours maximum in the Wednesday grid and two hours in the Forum. Research Reports do not count towards the two-hour limit. Some individuals may provide more than 2 hours by special permission from the Forum Chair.

6. Sample Program Submission Form

Forum Program Submission Form 2010

ACVCP/AAVPT: 1 x 4 hr and 1 X 3 hr sessions

Theme: Interpreting Drug Labels

Speaker Name	Lecture Title	Email Address	Selected from Speaker/Topic Submissions (Y or N)	Speaker Contact Form Submitted (Y or N)
1. Jennifer Buur	Demystifying Drug Labels: Identifying Key Components	jennifer@jennifer-buur.com	Yes	Y
2. Tomas Martin-Jimenez	Pharmacokinetics and the Drug Label: What Can You Use?	tmartinj@utk.edu	Yes	Y
3. Cynthia Cole	Safety and Efficacy: What a Drug Label Does and Does Not Tell You	cynthia.cole@novartis.com	Yes	Y

Theme: Control of Pain: An update

Speaker Name	Lecture Title	Email Address	Selected from Speaker/Topic Submissions (Y or N)	Speaker Contact Form Submitted (Y or N)
1. Kurt Grimm	Detecting and Treating Severe Acute Pain: What Works for Dogs and Cats?	grimm.dvm@gmail.com	Yes	Y
2. Butch Kukanich	Managing Severe Chronic Pain: Maintaining Quality of Life in Dogs	skukanic@vet.k-state.edu	Yes	Y
3. Duncan Lascelles	Chronic Pain Management in Cats: What are the Options?	duncan_lascelles@ncsu.edu	Yes	N
4. Tammy Grubb	New Analgesics: What is in the Pipeline for Dogs and Cats?	tgrubb@vetmed.wsu.edu	Yes	Y

Special Scheduling Requests NA

Please submit your final program and speaker contact forms to the Forum Program Assistant Chair, Virginia Buechner-Maxwell (bmax@vt.edu) by July 15th. Speaker contact forms should be submitted to Ruth Schoonover (Ruth@ACVIM.org) and by July 15th as well.

This is just an example. Please use the forms I have sent each of you for you individual programs.

Please don't hesitate to ask questions or point out inconsistencies.