



# PREVENTION SUMMIT WORKSHOP GUIDELINES

HOW TO SUBMIT A WORKSHOP FOR THE

## **HIV/AIDS PREVENTION & EDUCATION SUMMIT**

The Past. The Present. The Future...



**Community Health  
Training Alliance**

A Program of Philadelphia FIGHT

# HIV/AIDS Prevention & Education Summit

Tuesday, June 11, 2019

## Call for Workshop Submissions

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### What is HIV/AIDS Prevention & Education Summit?

**HIV/AIDS Prevention & Education Summit** is a conference that welcomes all people interested in learning more about the wide-range of issues that impact people living with HIV/AIDS (PLWH/A). The conference provides information on the latest treatment, research, prevention, and outreach strategies and aims to bring forward explicitly the social determinants of health that place people at risk. These include stigma, institutional racism, transphobia, homophobia, healthcare access, economic injustice, housing insecurity, and food insecurity to name a few. Our End AIDS conference offers education around evidence-based best practice strategies to prevent HIV, link individuals to care and provide culturally competent services to all individuals. The conference explains vital health information in non-academic language, and aims to amplify the voices of PLWHA to ensure that people with lived experiences are able to stand as experts in workshops and discussions.

### Who is the Audience?

The audience is regional and includes:

- 1) People living with HIV/AIDS
- 2) Those working in the HIV field such as case managers, social workers, health care providers, prevention workers, street outreach workers, HIV testers, city employees, researchers, sexual health educators, as well as grassroots activists and advocates.
- 3) Those working in allied fields who may be working with people living with HIV or those at high risk and who want to learn more about how HIV impacts their communities, such as faith-based groups, school nurses, mental health agency staff, drug and alcohol specialists, shelter and recovery house staff, and more.
- 4) The general public, including family and friends of people living with HIV, and anyone interested in learning more about HIV/AIDS.

**HIV/AIDS Prevention & Education Summit this year is being presented by The Community Health Training Alliance (CHTA), and sponsored by The Centers for Disease Control and Prevention**

This year's workshops will be subject to review by the Centers for Disease Control and Prevention. Please review the guidelines carefully and keep in mind the audience when submitting your workshop(s).

# HIV/AIDS Prevention & Education Summit

## Workshop Tracks

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Presenters may submit workshops for any of the following tracks. Some presentations may be relevant to more than one track. Some workshops may not fit in a track, however; if your workshop is relevant to the nature of the summit, we can accommodate your workshop into a different relevant track. Submissions should indicate the *primary track* that the presentation falls under and then any secondary tracks.

**Research and Treatment:** The latest research around treatment and prevention technologies including HIV cure research, vaccines, microbicides, PrEP and PEP, condoms, circumcision or behavioral research focused on housing, reducing risk behaviors, new interventions, and/or research advocacy. Workshops submitted to this track can also focus on research literacy, e.g. workshops on how to interpret data, key terms often used in research, and information about clinical trials.

**Women:** How to reach HIV+ female identified individuals and connect them to care, prevention strategies for women at risk of HIV, coping strategies for women and their families, options counseling and reproductive rights, violence or abuse and the connection to HIV, discussion around relationships, access to mental health services, new interventions for women, and advocacy or activism around women's issues.

**Sex Work:** The latest strategies on outreach to and services for male, female, or trans-identified sex workers, sensitivity training on understanding the lives and needs of sex workers, how to reach different populations of sex workers, interventions for sex workers, legal issues and the criminal justice system, trafficking, and activism around sex work.

**LGBTQI:** Interventions, research, and unique approaches to reaching lesbian, gay, bisexual, trans/gender nonconforming, queer or questioning and intersex individuals, innovative local services, understanding stigma, access to mental health services, services, and programs for LGBTQI youth, and epidemiology of LGBTQI populations.

**Immigration:** This track is aimed at the intersection of immigrant advocacy, public policy, and activism with access to health care and risk for HIV. This track addresses interventions, research, legal issues, and unique approaches to reaching immigrant communities.

**Spanish Language:** This track is devoted to offering all workshops in Spanish on topics that are relevant to a predominantly Spanish speaking population.

**Youth:** This track is aimed at adults who are working with youth, 13-24; strategies on talking about sexual health with youth, barriers to care for HIV+ youth, prevention with at risk youth that are struggling with homelessness, aging out of foster care, have a history of abuse, trauma, behavioral and learning disabilities, and/or mental illness, and innovative interventions targeting youth.

**Faith and Spirituality:** This interfaith track addresses the development or sustaining of HIV ministries, spirituality and healing for PLWHA, engaging providers and communities of faith in combating HIV, and how to address stigma in all faith communities and denominations.

**Justice & Policy:** Local and national policies that impact PLWH/A and prevention work, as well as allied issues (i.e. healthcare reform, medical marijuana, needle exchange), how these policies affect HIV programming, research, and funding, and advocacy and activism taking root around these policies.

**In the Field:** Workshops that provide training on different evidence-based approaches to doing prevention and outreach work including: social networking testing, harm reduction, burn-out prevention, using multimedia and other tools for prevention and outreach, program planning, implementation, evaluation, trauma informed-care, and funding.

**Homelessness and Housing:** Latest research and statistics on housing as prevention, housing first models, effects of unstable housing and homelessness among people living with HIV and those at risk, recovery housing, mental health housing, rental assistance, shelters, and advocacy and activism around housing and homelessness.

**Love, Sex, and Relationships:** This track has workshops that are developed by people living with HIV for people living with HIV to discuss important topics such as: sex and relationships, families, children, parents, stigma, support networks, health care, self-care, mental health, and more.

**HIV & Substance Use track:** The intersection of HIV and addiction, IDU interventions, drug policies and the war on drugs, crack/cocaine and HIV, recovery models and HIV, harm reduction, supervised injection sites, meth and HIV, the opioid epidemic and the connection of drug use and mental health treatment.

**Hepatitis C:** The intersection of Hep C and HIV co-infection, new treatments, innovative strategies for addressing both diseases, latest statistics on Hep C infections, and the impact of Hep C on people living with HIV.

**PrEP:** Pre-Exposure Prophylaxis is an exciting new prevention tool. This track is devoted to exploring research around PrEP efficacy, PrEP programs that are taking place regionally, and understanding the successes, strategies, and challenges for those who are taking PrEP

**The Continuum of Care:** This track is devoted to exploring strategies for testing, linking new and out of care positives to medical care, getting PLWH on HAART, and helping those on meds to become virologically suppressed. Effective models and research for providing targeted testing, opt-out testing, testing by neighborhood, linking those who test to care for early treatment, and keeping HIV-positive individuals in care.

**HIV & Aging:** Research on the aging process for those living with HIV, how to stay healthy as PLWH/A get older, chronic illnesses associated with aging that impact PLWH/A, and prevention models for older adults.

**Mental Health and HIV:** This track discusses the intersection of HIV and mental health. Workshops in this track discuss mental healthcare programming available for PLWHA, successful models of mental health counseling and services for PLWHA, and specific topics that healthcare providers should be aware of pertaining to HIV.

# Workshop Submission Guidelines

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1. Workshops may be submitted beginning on December 12<sup>th</sup>, 2018
2. The absolute deadline for submissions is Friday, March 1<sup>st</sup>, 2019 at 5:00 PM.
- 3.
4. We **WILL NOT** accept workshops after this deadline.
5. ALL submissions must be received electronically through the Community Health Training Alliance (CHTA) website, [www.fight/ghta.org](http://www.fight/ghta.org)
6. ONLY COMPLETED submissions will be considered.
7. Submissions may either be presentations or panels.
8. We encourage interaction and group participation.
9. ALL speakers and panelists MUST be contacted by the submitter and fully committed to being part of the Summit by the date of submission; all submissions must have ALL presenter information completed.
10. Unfortunately, not all workshops will be voted through to the summit.
11. The Planning Committee will vote on submissions during the month of March and April.

## What we are looking for:

- New and original methods around doing prevention and outreach in one or more targeted communities. (i.e. If you are doing a new intervention and/or program that can be replicated)
- Review of relevant research as it relates to your topic. (i.e. If you are discussing research on PrEP, your workshop should include information on local and/or national research to put your topic into context)
- Inclusion of relevant statistics around the population or topic that you are discussing.
- Activities! We encourage your workshop to be interactive.
- Take away materials or information. Your workshop should have specific measures that will be learned and information that will be useful to those wanting to get involved or start their own project based on your presentation.
- Presentations created by People Living with HIV/AIDS (PLWHA) and workshops that amplify the voices of PLWHA.
- Presentations that address how systems of oppression and structural racism impact the epidemic. These are the complex, and intersecting social structures and economic systems that are responsible for most health inequities, and injustices. These social structures and economic systems include social environment (race, class, and gender), physical environment, health services, and structural and societal factors. We highly encourage you to examine and address how systems of oppression and structural racism impact the epidemic in your workshop.

## What we are NOT looking for:

- A review of your organization's services or part of its services. This may be a part of the presentation, but must have additional context as it relates to the epidemic locally, nationally, or in relation to recent research or a specific prevention strategy.
- A program that cannot be replicated: It's great if you have a wonderful program, but the audience is interested in how that program can be applied or used to further the prevention and outreach work they may be doing.
- Academic or scientific language. This conference welcomes attendees with varying levels of literacy and academic backgrounds, who are interested in the practical application of the information you are presenting. Any discussion of research or theories must be done in laymen's terms.

**Please Note:** Workshops must be open to all people who attend the summit; we cannot restrict attendance to any workshop. Additionally, please be aware that all conference goers may come in late or leave a workshop early based on their needs. Workshops cannot be closed to attendees at any time.

# HIV/AIDS Prevention & Education Summit Workshop 2019

## Submission Template

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Please use this paper template as a guide to submitting your workshop. Do not submit workshops via this form, it must be through the website. All of the following information must be completed in full and inputted electronically through CHTA's website , [fight.org/ghta](http://fight.org/ghta).

**DO NOT MAIL/EMAIL THIS FORM.** It will not be accepted as a workshop submission.

- 1) Title of Workshop ( capitalize all words) \_\_\_\_\_
  
- 2) Full contact information of primary contact person for the workshop (You are the person who organizes the speakers, so your contact information is important. We rely on you to convey all relevant information to speakers, in addition to our communications)
  - a. First Name \_\_\_\_\_
  - b. Last Name \_\_\_\_\_
  - c. Organization \_\_\_\_\_
  - d. Address \_\_\_\_\_
  - e. Email \_\_\_\_\_
  - f. Phone Number \_\_\_\_\_
  - g. Fax Number \_\_\_\_\_
  - h. What is the best way to contact you? \_\_Phone \_\_Email \_\_Fax
  
- 3) This workshop is a
  - a. Presentation (Typically 1-3 presenters, no moderator necessary)
  - b. Panel Discussion (three or more panelists with a moderator who will ask questions of each panelist and take audience questions)

### Narrative Questions:

- 4) Please provide a brief description of workshop to be used in the program booklet (approximately 200 words). Please make sure you review this for spelling and grammar mistakes. What you submit is what we use.
- 5)
  - a. **Objectives:** Please provide a list of objectives of your workshop, including what you intend to cover AND what participants will take away.
  - b. **Implications for Programs, Policy, and/or Research:** Please provide a brief description of why this information is important, relevant, and current for the work we are doing (approx. 200 words)
  - c. How does your workshop integrate the voices and perspectives of PLWHA, and/or those at risk?

d. Does your workshop address systemic oppression or structural racism in its presentation? If so, describe how.

6) **Total Number of Speakers/Panelists ( please put yourself down if you are a Speaker or Panelist)**\_\_\_\_\_

7) **Please list the full contact information for ALL speakers.** All speakers need to be listed, at time of workshop submission. If the person completing this submission intends to be a speaker for the workshop, please complete your details again. We submit workshops for continuing education credits and it is critical to include degrees and professional license numbers if your speakers have them. Please make sure any speakers that you submit have been contacted and notified that you have submitted a workshop with them as a speaker. We will send out confirmation letters to all speakers directly if your workshop is accepted. If you need any assistance please contact Kyle Chvasta, [kchvasta@fight.org](mailto:kchvasta@fight.org)

- a. Full Name
- b. Degree(s) (if applicable)
- c. Type of Professional License (MD, PA, RN/CRNP, LSW, LCSW, CHES, AACO)
- d. Organization
- e. Role or affiliation at Organization
- f. Mailing Address
- g. Primary Phone Number
- h. Email Address ( this is required)

8) **What is the primary track that this workshop falls under?** (select one)

9) **What is the secondary track that it might fall under?** (select one)

What equipment will you need to present? While we realize that requiring you to indicate your A/V needs quite a bit ahead of time is not easy, we genuinely appreciate your cooperation in this piece of the planning process.

\*Please Note: ALL rooms will be provided with a flipchart and markers. NOT every room will have a laptop/projector set, access to the Internet, or a DVD player. If you will need any of these items, indicate that immediately, but please only select what you will DEFINITELY USE. A/V equipment and internet access is extremely expensive to rent, therefore please only select these options if you need them. We will check in with you one month prior to the conference to confirm your A/V needs. If you request A/V or other specific tech needs within close proximity to the conference there is a high likelihood we cannot accommodate.

Laptop/Projector Set      Internet Access      DVD player

Please indicate any other needs you may have for your workshop that may be different from a traditional room set up. We cannot guarantee that we can accommodate all requests but we will try to do our best. Other:\_\_\_\_\_

*Thank you for taking the time to submit to End AIDS: The HIV Prevention and Outreach Summit!*

**Please Note:** The committee will review submissions and will select at least 30 workshops for this year's End AIDS: The HIV Prevention and Outreach Summit. Not all submissions will result in a workshop at the Summit. The committee may ask that you modify your workshop or that you combine your knowledge and expertise into a panel with others.



**Questions?** Contact Kyle Chvasta, Public Programs Associate  
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