

**AHIA ANNUAL CONFERENCE**  
**Virtual, September 9-12, 2024**

**PRESENTATION SUBMISSION GUIDELINES**

**REQUIREMENTS**

To be considered for selection to present at the 2024 AHIA Annual Conference, presentation proposals will only be accepted through the Presentation Portal - [AHIA Annual Conference Submission Site](#). All proposals will be reviewed by AHIA's Annual Conference Committee and additional information may be requested. AHIA reserves the right to edit session elements for grammatical style, length, and clarity. In submitting a presentation, presenters agree to such editing.

**SUBMISSION DEADLINE & NOTIFICATION**

**Presentation proposals must be received by Friday, April 5, 2024, at 11:59 p.m. Eastern Time.**

Early submissions are greatly appreciated. Be sure to review and complete the entire online submission form before submitting your presentation, as there are several pieces of information required.

Presentations will be selected by AHIA's Annual Conference Committee based on their merit and value of the educational content to attendees. Presenters will be notified approximately one month after the submission deadline if their session is selected or not selected for the annual conference.

**PRESENTER RESPONSIBILITIES**

All sessions must be educational and free from promotion or marketing. All presenters must register for the virtual AHIA Annual Conference and present live during their assigned session. Presenters should use the official conference PowerPoint template and provide a copy of their slide deck by July 31.

**PRESENTER BENEFITS**

**AHIA Members:** AHIA members will receive a complimentary main conference registration for presenting one or more sessions. Main conference registration does not include pre-conference sessions. A single member that presents a 100-minute session or multiple 50-minute sessions will still receive only one complimentary main conference registration. The presenter's benefit is applicable only to the primary presenter in a 50-minute session. In a 100-minute session, a second presenter may receive a complimentary main conference registration, if a member, or a 50% discount on main conference registration if a non-member.

**Non-Members:** Non-members will receive a 50% discount on main conference registration for presenting one or more sessions regardless of session length. The presenter’s benefit is applicable only to the primary presenter in a 50-minute session. A second presenter’s benefit is available to a co-presenter in a 100-minute session.

**SESSION TYPES**

Conference presentation options include Pre-Conference Workshops for a deep dive, hands-on approach, and 50-minute & 100-minute breakout sessions. Each session should include an informative presentation of the topic, practical applications and take-aways, and time for Q&A (recommended 5-10 minutes). Presentations should focus on internal audit or compliance subjects specific to healthcare.

**TRACK DESCRIPTIONS**

<b>Core Audit Skills</b>	<p>The Core Audit Skills track includes topics that will supplement the "auditor's toolkit" with fundamental audits and audit tools from a healthcare perspective.</p> <p>Sessions will walk through the audit life cycle, risk assessment techniques, information gathering, audit execution tips and tricks, and reports that get results.</p>
<b>Care Settings &amp; Healthcare Operations</b>	<p>The Care Settings &amp; Healthcare Operations track includes topics that are directly related to clinical quality and healthcare operational performance.</p> <p>Healthcare reform legislation has increased the number of issues which hospital executives are addressing. Sessions will help healthcare professionals better understand those issues so they can help guide their organizations.</p>
<b>Compliance</b>	<p>The Compliance track includes topics that focus on increasing the healthcare auditor's understanding of compliance risk areas.</p> <p>Healthcare audit professionals will improve their skills in developing risk-based compliance audit plans, evaluating key compliance risk areas, and identifying control improvements.</p>
<b>IT/Security</b>	<p>The Information Technology (IT)/Security track includes topics that meet the needs of both the IT auditor and auditors wanting to learn more about auditing IT.</p> <p>Sessions cover IT hot topics in the healthcare industry by offering technical sessions on IT specific risks and controls as well as sessions on broader IT topics that will increase understanding for healthcare professionals.</p>

<p><b>Revenue Cycle &amp; Health Plans</b></p>	<p>The Revenue Cycle &amp; Health Plans track includes topics across the entire revenue cycle from charge capture to collections and health plan operations and related compliance challenges.</p> <p>Sessions vary from introductory to specialized information on specific areas of the revenue cycle or provide greater understanding of the payer environment which will enhance your ability to perform effective and efficient health plan audits.</p>
<p><b>Emerging/Advanced Topics</b></p>	<p>The Emerging/Advanced Topics track includes topics that are relevant due to current events or trends that impact healthcare or provide experienced internal audit practitioners’ ideas on how to keep ahead of emerging risks, enhance governance, integrate technology, develop talent, and enhance the perceived value of the internal audit and compliance functions.</p> <p>Sessions will increase your healthcare knowledge base by zeroing in on specialty topics and issues.</p>

**NASBA FIELD OF STUDY**

To assist you with selecting the NASBA Field of Study for your proposal submission, please refer to [NASBA's Field of Study Requirements guidelines](#) prior to making your Field of Study selection within the submission site.

**AHIA BODY OF KNOWLEDGE**

To assist you with selecting the AHIA Body of Knowledge for your proposal submission, please refer to the [CHIAP Candidate Handbook - Section 10 Exam Content](#) prior to making your AHIA Body of Knowledge selection within the submission site.

**FOR MORE INFORMATION**

Visit [www.ahia.org](http://www.ahia.org) for more information about the 2024 AHIA Annual Conference. Questions can be directed to Renee Wolf, AHIA Meeting Manager, at [info@ahia.org](mailto:info@ahia.org).