



Speaker Profile for Consideration

The HLANE Program Committee is responsible for the selection of appropriate speakers and topics to ensure both are relevant to the target audience. The topic and complete presentation must be of importance to medical practice management staff and should be delivered within a specified timeframe. If you wish to be considered, we ask that you submit the Speaker Profile for Consideration. You can return your profile via email to our Executive Director at info@hlane.org.

Presenter Information

Speaker Name: _____

Job Title: _____

Organization: _____

Address: _____

Email: _____

Business Number: _____

Cell Number: _____

Speaker Bio: _____

Please provide us with two references or evaluations from previous speaking engagements:

Speaking Reference 1: _____

Speaking Reference 2: _____

Please list three previous speaking engagements including the topic, year of the presentation and the number of individuals in attendance:

Engagement 1:

Engagement 2:

Engagement 3:

Presentation Information

Type of speaking engagement you are interested in: Webinar
 Quarterly Seminar
 Annual Conference Break Out Session
 Annual Conference Keynote

Presentation Title: _____

Length of presentation: _____

Presentation Domain: Financial Management
 Human Resource Management
 Business Operations
 Information Management
 Risk Management
 Organizational Governance
 Quality Management
 Patient Care Systems

Target audience: Level I – Operations, billing, coding, and reimbursement staff
 Level II – Supervisors and managers
 Level III – Executive staff and physicians

Session Description:

Session Objectives:

Are there any fees associated with the presentation: Yes No

The fee for this presentation is: \$ _____

Note: If approved, HLANE will submit a Speaker Agreement for signature which will contain all the Terms associated with the speaking engagement.

*This form should be completed for consideration to speak with HLANE. This is not a guarantee of a speaking engagement. All submissions are reviewed by the Program Committee and acceptance is determined according to subject matter, event need and date of submission.