

# NASN In-Person Conference Slide Deck Instructions

## Slide 1: Presentation Title Slide (Required)

This cover slide must be used for all in-person conference session slides. To download, [click here](#).



Please include the title of your session at the top of the slide and presenter names on the following lines.

## Slide 2: The Disclosure Slide (Required)

NASN must ensure that all NCPD educational session(s) content is free of commercial interest, bias, and influence to maintain the highest quality of integrity of the content. Each nursing continuing professional development (NCPD) activity that NASN provides must be compliant with ANCC disclosure statement requirements. Which includes every NCPD activity listing any disclosures or indicating there are no relationships to disclose in the appropriate statement. The intent of this disclosure is to provide learners with information on which they can make their own judgement.

***Please copy/paste the appropriate language into the second slide of your slide deck.***

**Slide Option 1:** (No financial relationships to disclose)

***There are NO relevant financial relationships with ineligible companies for ALL those involved with the ability to control the content of this activity.***

**Slide Option 2:** (There are financial relationships to disclose)

***[Insert Presenter(s), Planner, Author, Name(s) here], [insert job/position title] for this educational event and has received a [insert the relevant financial relationship(s) here].  
The relevant financial relationships listed for this individual has been mitigated.***

See Examples Below for Additional Guidance:

**Slide Option 1**

**There are NO relevant financial relationships with ineligible companies for ALL those involved with the ability to control the content of this activity.**

**Slide Option 2**

**Jane Smith, PhD, NP-BC, is faculty for this educational event and has received a research grant from ABC Pharmaceuticals.**

**The relevant financial relationships listed for this individual has been mitigated.**

**How to Determine if You Have a Relationship that is Required to be Disclosed to Learners, per ANCC Guidance**

Ineligible company - an entity whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients.

Financial relationships are relevant if the following three conditions are met for the prospective person and/or spouse of the prospective person who will control content of the education:

1. A financial relationship, in any amount, exists between the person in control of content and an ineligible company
2. The financial relationship existed during the past 24 months
3. The content of the education is related to the products of an ineligible company with whom the person has a financial relationship

Exclude owners/employees of ineligible companies from controlling content and participating as planners/faculty unless one of the three exceptions apply:

1. When the content of the activity is not related to the business lines or products of their employer/company
2. When the content of the accredited activity is limited to basic science research, such as pre-clinical research and drug discovery, or the methodologies of research, and they do not make care recommendations
3. When they are participating as technicians to teach the safe and proper use of medical devices, and do not recommend whether or when a device is used

\*\*\*Even though these exceptions exist – their financial relationship must still be disclosed to learners\*\*\*

**Slide 3: Commercial Support Slide (Optional)**

**Commercial support** is defined as financial or in-kind support from ineligible companies. However, the support does not establish a financial relationship between the ineligible company and planners, faculty, and others in control of content of the education.

The 3<sup>rd</sup> slide of your slide deck must disclose to the learners the name(s) of the ineligible company(ies) that gave the commercial support, and the nature of the support if it was in-kind, prior to the learners engaging in the education. Disclosure must not include the ineligible companies' corporate or product logos, trade names, or product group messages.

***If you did not receive commercial support for your presentation, this slide is not required to be included in your slide deck.***

#### **Slide 4: Criteria for Claiming Contact Hours (Required)**

***Feel free to copy and paste the following passage on the 4<sup>th</sup> slide of your slide deck.***

##### **Criteria for participants to claim contact hours:**

- Participants must be present for the majority of the presentation.
- Participants must score a 75 or higher on the post-test knowledge questions.
- Participants must complete and submit an evaluation of the presentation.

*You may also add to this list to customize it to your presentation and its content.*

#### **Slide 5: Learning Outcomes (Required)**

This slide must contain the learning outcomes you listed in your presentation submission.

#### **Slide 6: Presenter Contact Information including Photos (Optional)**

NASN recommends the inclusion of presenter contact information so that participants can reach out with questions if need be.

#### **Last Slide(s) in Slidedeck: List of References (Required)**

The last slide must contain a list of your reference use to build your content. Please use the reference list that you provided in your presentation submission.

### **FREQUENTLY ASKED QUESTIONS**

#### **What if I am using copyrighted materials?**

By submitting educational content for the NASN Annual Conference, you explicitly agree to:

- Limit the acknowledgment of commercial support to the name of the entity providing support. Slides, handouts, or other materials presented to the learner related to the educational activity must be free of any logos or other trademarks of a Commercial Interest Organization.
- Obtain written permission from copyright holders for the use of any previously published material, graphics, infographics, data, intellectual property, etc. in your presentation or handouts.

The items above are part of [NASN's Conference Presentation Submission Resources & FAQs](#) and [Presence of Relevant Financial Relationship Policy](#) that you acknowledged to have read during the submission presentation process.

#### **What to do if you make changes to your materials after uploading them?**

If you edit your slides and/or handouts after you have uploaded them, send a copy to Devin Dinkel at [ddinkel@nasn.org](mailto:ddinkel@nasn.org).



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### **Do I need to include engagement activities on my slides?**

It is important that all presenters plan for and integrate engagement activities into presentations before slides are created and finalized.

Slides for the following session types must include a slide for each engagement activity so that NASN can review the activities and provide support with presentation technology at the conference as needed:

- In-Person General Sessions
- Virtual Live Web Sessions
- Virtual Anytime Sessions

### **What if I have resources that I am not submitting as handouts?**

Resources can be submitted as handouts when submitting slides. These will be shared with attendees in a digital syllabus. If not submitted as a handout, be sure to include on your slides so that attendees are able to locate. Examples include website addresses and web resources.

(Updated on 2/19/2025)