



## American Clinical Neurophysiology Society (ACNS)

2026 Annual Meeting

February 19 – 22, 2026

New Orleans, Louisiana, USA

### Call for Scientific Program & Course Proposals

The ACNS Program and Course Committees seek proposals for scientific program sessions and specialized courses for the 2026 ACNS Annual Meeting & Courses, to be held February 19 – 22, 2026, in New Orleans, Louisiana, USA.

The Annual Meeting & Courses are ACNS's flagship educational program, designed to provide an overview of both the fundamentals and the latest scientific advances in both "central" and "peripheral" clinical neurophysiology.

Please review the following information carefully before submitting a proposal. All proposals must be completed using the online submission system on or before the proposal submission deadline of **June 2, 2025**. Late or incomplete proposals will not be reviewed or considered.

### ACNS EDUCATIONAL MISSION & CME INFORMATION

ACNS is a professional association dedicated to serving patients and society by empowering members to advance the science, practice and profession of clinical neurophysiology. A key component of the Society's overall mission is its educational mission: furthering the understanding of central and peripheral nervous system function in health and disease through education, research, and the provision of a forum for discussion and interaction.

The ACNS Annual Meeting & Courses will be planned and implemented in accordance with the Essential Areas and Policies of the Accreditation Criteria of the Accreditation Council for Continuing Medical Education (ACCME) through the sponsorship of ACNS. ACNS is accredited by ACCME to provide continuing medical education for physicians.

Many of the proposal and speaker requirements outlined below are directly related to ACNS's educational mission outlined above and the Society's ability to provide CME credits to physicians attending the Annual Meeting & Courses.

#### Gap Analysis & Needs Assessment

ACNS is committed to providing continuing medical education to its members and others interested in clinical neurophysiology. In compliance with the updated ACCME Accreditation Criteria, the ACNS Continuing Medical Education (CME) Committee has identified "professional practice gaps." A "professional practice gap" is the difference between what a health professional is doing or accomplishing compared to what is achievable on the basis of current professional knowledge.

**Please review the complete [Gap Analysis and Needs Assessment](#) prior to submitting a scientific program or course proposal.** Successful proposals will address an identified practice gap of the ACNS audience.

#### Content Validity

Recommendations involving clinical medicine in ACNS CME activities must be based on the highest level of evidence that is accepted within the profession of medicine as adequate justification for their indications and contraindications in the care of patients. All scientific research referred to, reported or used in CME in support or justification of a patient care recommendation must conform to the generally accepted standards of experimental design, data collection and analysis.

#### Target Audience

The Society's educational activities are directed to clinical neurophysiologists, neurologists, psychiatrists, physiatrists, neurosurgeons, trainees in these disciplines and other physicians and researchers who utilize clinical neurophysiological techniques and knowledge in the diagnosis and management of patients with disorders of the nervous system. The educational content can be utilized as a refresher or to learn a new skill.

#### Expected Result

As a result of ACNS CME activities, learners will improve competence in clinical neurophysiology procedures and incorporate new technological advancements into their practice.

In accordance with the ACCME's Updated Standards for Commercial Support, the American Clinical Neurophysiology Society requires that anyone who is in a position to control the content of an educational activity discloses any financial relationships with ineligible companies that have occurred within the last 24 months. These relationships must be disclosed to learners prior to the activity and any relevant relationships must be mitigated prior to the educational activity.

**Ineligible Companies** are any entity whose primary business is producing, marketing, selling, re-selling, or distributing health care products used by or on patients. (Reference <https://accme.org/resource/definition-ineligible-company/>)

Examples of **financial relationships** include employee, researcher, consultant, advisor, speaker, independent contractor (including contracted research), royalties or patent beneficiary, executive role, and ownership interest. Individual stocks and stock options should be disclosed; diversified mutual funds do not need to be disclosed. Research funding from ineligible companies should be disclosed by the principal or named investigator even if that individual's institution receives the research grant and manages the funds (Reference: <https://accme.org/rule/identify-mitigate-and-disclose-relevant-financial-relationships/>)

**Relevant Financial Relationships:** ACCME focuses on financial relationships with ineligible companies in the 24-month period preceding the time that the individual is being asked to assume a role controlling content of the CME activity. ACCME has not set a minimal dollar amount for relationships to be significant. Inherent in any amount is the incentive to maintain or increase the value of the relationship. The ACCME defines "relevant" financial relationships as financial relationships in any amount occurring within the past 24 months.

**Conflict of Interest** exists when an individual has an opportunity to affect CME content about products or services of an ineligible company with which he/she has a financial relationship.

**Session submitters, directors and speakers may NOT be owners/employees of any ineligible company.**

**ACCME's definition of ownership includes anyone who owns self-managed stock in a privately-held ineligible company.**

## **ABPN Self-Assessment CME (SA-CME)**

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The American Board of Psychiatry and Neurology has approved the ACNS Annual Meeting & Courses as part of a comprehensive self-assessment (SA) CME activity, which is mandated by the ABMS as a necessary component of continuing certification.

All proposals are highly encouraged to participate in the SA-CME track but will have the option to opt-out for 2026.

All sessions that participate in the SA-CME track will include five (5) questions attendees will be asked to answer via audience response system (ARS) at the end of the session. All speakers in SA-CME track sessions will be asked to provide 1-2 questions per presentation to ACNS staff. [Question writing guidelines will be provided for all speakers as a reference.](#)

SA-CME Course/Symposia/Workshop Directors will review the submitted speaker questions to ensure there are at least five (5) questions per session and that those questions meet the guidelines provided. Speaker and director expectations for the SA-CME track are outlined below.

### **Pre-Meeting SA-CME Speaker Instructions:**

1. Speakers will submit SA-CME questions to their Session Directors using a Smartsheet link that will be provided through the Speaker Management Site in early January. [Questions must follow the question-writing guidelines provided here.](#) Questions will be reviewed by symposia/course directors as well as the ACNS MOC Committee.
2. If corrections are requested, speakers will receive an email from ACNS Staff with further instructions.
3. Speakers must then send revised questions to ACNS staff via the link noted above

### **Pre-Meeting SA-CME Director Instructions:**

1. Session/Course Directors will review speakers' questions to ensure the questions meet the guidelines provided and that their session can incorporate at least five (5) questions mid-January. ACNS MOC committee will review questions in mid-January.
2. Session/Course Directors will be asked to follow up with speakers if there are missing questions
3. If corrections are requested by the MOC reviewers, ACNS staff will notify speakers and directors.

*ACNS Staff will create PowerPoint slides using ARS software called Slido for each session in the SA-CME track. Slides will incorporate approved speaker questions for the SA-CME portion of each participating session and will be provide to the AV team on-site in New Orleans to ensure the slides will be available in the session rooms for presentation at the end of participating sessions.*

*Before the meeting, speakers and directors will be invited to mandatory SA-CME training sessions to review the on-site process. Training dates will be available closer to the meeting.*

### **On-Site SA-CME Speaker Instructions:**

1. Speakers will give their 20-minute presentation in person and be available for questions during discussion at the end of the session.

### **On-Site SA-CME Director Instructions:**

1. At the beginning of the session, in addition to session and speaker introductions, directors will walk-through the Slido login process with attendees to ensure easy-access to the SA-CME questions at the end of the session.
2. During the session, directors are asked to hold speaker Q&A to the designated discussion time after SA-CME questions.
3. Following all speaker presentations, the directors will open the staff-provided SA-CME slides on the session room laptop.
4. Directors will moderate the SA-CME slides and give directions as needed (directions will be on the podium)
  - a. The audience will have 45 seconds to answer each question before the slide automatically advances and displays the correct answer and explanation.

## SESSION PROPOSAL – REQUIRED COMPONENTS

All scientific session and course proposals must include the following components. Incomplete proposals will not be reviewed or considered.

- **Title**
- **Format** – the following learning formats will be considered by the Program and Course Committees.
  - **Symposium (Scientific)** – 1.5 Hours, 3 speakers  
Should be based on a scientific theme expanding cutting-edge knowledge for a topic culminating in a conclusion or summary. Interactive proposals are highly desired.
  - **Symposium (Clinical)** – 1.5 Hours, 3 speakers  
Should be based on a clinical theme expanding current or new clinical knowledge of a topic relevant to current clinical practice. Sessions are encouraged to include active audience participation and be directed toward difficult or controversial issues in clinical neurophysiology. Format may include any combination of: lectures, panel discussions, debates, audience response sessions, case-based learning, etc. Preference will be given to proposals including active audience participation.
  - **Course** – 1.5 Hours, 3 speakers  
In addition to ACNS's flagship courses (NIOM, Stereo EEG, and ICU EEG), as well as foundational core content in areas of clinical neurophysiology, the Course Committee is seeking proposals for other content areas of focus, including less frequently used or novel techniques to deliver intermediate to advanced level content.
  - **Clinical Workshops** – 1.5 or 3 Hours, ≤ 3 speakers  
Workshops are forums for clinical demonstrations. The workshops could provide hands-on or slide-based demonstrations and review of a difficult clinical or practical hands-on applications of neurophysiologic issues.

Workshops may utilize case discussions/vignettes with video and neurophysiologic data and information discussion, demonstration of relevant findings or hands-on performance of techniques. Audience interaction is encouraged. If case review is selected, the chair is expected to ensure the cases are of high-quality and appropriate data for discussion is available.

Please give thoughtful consideration and include as many details as possible regarding setup and equipment requirements for the workshop being proposed. Please include your vision of any special set-up, additional materials, vendor and/or AV equipment required for the proposal. The Course Committee will evaluate and select all workshop proposals, taking into account setup and equipment requirements as well as budgetary considerations.

Workshop proposals must:

- Indicate if the workshop should have a maximum capacity limit.
- Indicate if the workshop will require donation of equipment from a pharmaceutical, device or software company. Company names and contact information must be provided.
- Specify shipping needs and the associated cost that will require ACNS assistance.
- Provide a detailed description of any set-up requirements and/or other materials/equipment needed for the workshop. (access to a power outlet, rollaway bed, gloves, paper towels, etc.)
  - Please note, a standard session room is equipped with a projector, screen and laptop and set with classroom-style seating. At the front of the room, there is a stage with a podium and head table for three (3) for speakers.

### Joint International Symposia Proposal Process

The ACNS International Relations and Program Committees are pleased to consider proposals for Joint International Symposia which should be developed by a clinical neurophysiology-related national society, federation or chapter, in cooperation with the ACNS International Relations Committee.

Proposals for Joint International Symposia may be submitted via the proposal website, and submitters are asked to please notify International Relations Committee staff liaison Carrie Grossman ([cgrossman@acns.org](mailto:cgrossman@acns.org)) when a submission has been completed. The International Relations Committee is pleased to assist partner societies with their submissions, including pre-review and feedback.

- **Overall Session Description**

- **Topic**

- Within each practice gap above, select the topic that best describes the content of the proposal.

- **ABPN Core Competencies addressed**

- **Professional Practice Gap addressed**

- As noted above, the ACNS CME Committee has identified a number of professional practice gaps among its target audience. Proposals should directly address one of these practice gaps and submitters are asked to review the complete Gap Analysis & Needs Assessment and to indicate which of the following gaps would be addressed by the session:

- Gap #1 - General Practice of Clinical Neurophysiology

- Clinical neurophysiology procedures are performed by a large proportion of practicing US neurologists, many of whom have little or no formal training in clinical neurophysiology. Many clinical neurophysiology procedures (e.g. evoked potentials, invasive EEG, advanced EMG procedures) are performed at low volume at many centers; a forum for review and hands-on training are essential to improve and maintain competence in these areas. Similarly, intraoperative monitoring, intensive care unit EEG monitoring, quantitative EEG and stereo EEG for presurgical evaluation are growing areas of clinical neurophysiology with few practicing neurologists having adequate training in these techniques. There is high demand for adult and pediatric neurologists, as well as neurodiagnostic technologists with competence in these areas. Neurologists required additional specialized training to be competent in these types of monitoring.

- Gap #2. Emerging Areas of Practice

- Several emerging areas of clinical neurophysiology have significant practice gaps in which the opportunities for training and mentoring fall short of the need for experienced and trained neurologists. These include: new/next generation seizure detection algorithms, Broad band EEG including ultrafast and ultraslow, Neuroplasticity, brain/machine interface, regenerative and rehabilitative strategies, Neurophysiology of the spectrum of consciousness and psychiatric disorders, Machine learning in neurophysiology, Application of Magnetospinography (MSG) and Magnetoneurography (MNG), use of neuromuscular ultrasound in EMG.

- **Description of Session**

- Please provide a description of the content and scope of the session as a whole. More detailed descriptions of each speakers' presentations are requested in a later step.

- **Target Audience**

- Please refer to the target audience for ACNS educational activities above and indicate which of these audiences the to whom the session would apply.

- **Learning Objectives**

Required by ACCME, these objectives provide an overview of the specific improvements in learner competence or changes in learner practice that will result from attendance in the proposed session. Objectives should be written from the perspective of the learner attending the session ("At the conclusion of this session, the learner will be able to..."), be specific, measurable, achievable, realistic, and timely (SMART). Please refer to [Bloom's Taxonomy Action Verbs](#) if needed.

- **Speakers**

- Name, institution, and email address of proposed session director(s)\* - maximum of **two** session directors

- Names, institutions, and email addresses of proposed speakers\* - **three** speakers

- **NOTE:** The abstract submission site states "You must add at least 3 speaker and no more than 5." **Five (5) is the total number of session directors and speakers allowed. Each session may have a maximum of three (3) speakers.**

- Only **speakers** with a pre-prepared presentation of at least 25 minutes (20 minutes for SA-CME sessions) are eligible for the speaker compensation. See full Speaker Compensation Policy below for more details.

- ACNS anticipates the 2026 Annual Meeting& Courses will be held in-person in New Orleans, Louisiana. **All speakers must be present in-person; remote presentation is not permitted.**

- **Speakers will be limited to a maximum of three (3) presentations at the Annual Meeting & Courses, including workshops, courses and symposia.**

*\*Per ACCME guidelines referenced above, speakers and directors in the Annual Meeting & Courses program may NOT be owners or employees of ACCME-defined Ineligible Companies. Should such a speaker be proposed, ACNS will require an alternate speaker be selected and/or make suggestions of alternate speakers. Sessions proposed by owners or employees of ineligible companies will not be considered for the program.*

- **Individual Presentation Titles and Descriptions, including:**

- Speakers' presentation titles  
Submitters should include the presentation title as they wish it to appear in program materials. Use title case when entering the title - capitalize the first letter of the first major words of the title, the first word after a colon, and any proper nouns or abbreviations.
- Brief (2-3 sentence) descriptions of each presentation  
Submitters must provide a 2-3 sentence outline, describing the scope of each talk. If the proposal is accepted, presentation outlines will be provided to speakers with their invitations and may be used by the CME Committee to resolve speaker conflicts of interest (see "SESSION SPEAKER REQUIREMENTS" section below).
- Time allotted to each presentation  
The Program and Course Committees strongly encourage session submitters to use the following standardized agenda formats to ensure adequate time for the SA-CME component in participating sessions and to comply with the speaker compensation policy outlined below:

**SA-CME Track**

5 minutes – Introduction  
20 minutes – Speaker 1  
20 minutes – Speaker 2  
20 minutes – Speaker 3  
10 minutes – SA-CME Questions  
10 minutes – Discussion

**Non-SA-CME Track**

5 minutes – Introduction  
25 minutes – Speaker 1  
25 minutes – Speaker 2  
25 minutes – Speaker 3  
15 minutes - Discussion

To be eligible for the Speaker Compensation Package outlined below, **a speaker must be giving a pre-prepared talk of 25-minute or more (20 minutes for SA-CME sessions)**. Panel discussions are not eligible. Session directors who are not speaking for 25 minutes or more as a designated speaker in the session are ineligible.

**PRIOR TO SUBMITTING A PROPOSAL, SUBMITTERS SHOULD:**

- Confirm that all proposed speakers in your proposed session are willing to speak and available to attend the meeting in person.
- Confirm that all proposed speakers are not owners or employees of ACCME-defined Ineligible Companies.
- Confirm that all of your proposed speakers agree to the ACNS speaker compensation policy outlined below.
- Confirm that all of your proposed speakers are willing to provide the required materials according to the timeline below, including a conflict of interest disclosure, and presentation slides according to the required timeline.

## PLANNING TIMELINE

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Session proposal submitters should be aware of the following tentative planning timeline, should the sessions be accepted by the Program or Course Committees for inclusion in the program:

Monday, April 28, 2025	Proposal Submission Opens
Monday, June 2, 2025	Proposal and Submitter COI Disclosure Deadline
Wednesday, July 9, 2025	Proposal Acceptance/Rejection Notifications Sent to Submitters
Wednesday, July 18, 2025	Acknowledgement of Proposal Acceptance and Agenda Confirmation Due
Wednesday, July 23, 2025	Speaker Invitations Sent by ACNS Staff
Wednesday, August 6, 2025	Speaker Invitation Responses, COI Forms and Bios and Headshots Due
Tuesday, January 6, 2026	SA-CME Questions Due from Speakers
Sunday, January 11, 2026	Speaker SA-CME Questions Reviewed by Directors Due
Monday, January 19, 2026	Final Slides Due from Identified Speakers for CME Review
Monday, February 16, 2026	Final Slides due for Online Speaker Ready Room and Course Handouts

## SPEAKER REQUIREMENTS

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Submitters should be aware of the following tasks that will be required of both submitters and speakers in their accepted proposals for inclusion in the program. **It is the responsibility of the session/course directors to ensure requirements are met in a timely manner:**

**Monday, August 4, 2025**

### **Speaker Invitation Responses, Conflict of Interest (COI) Disclosure Forms, Bios, Headshots Due**

Upon proposal acceptance and confirmation by the submitter, speakers will receive formal invitation communications from the ACNS Executive Office. Speakers are required to log on to an online speaker management system to formally accept the invitation no later than 14 days after having received the invitation. Speakers may communicate directly with session organizers to confirm their attendance but must also formally accept the invitation sent by ACNS staff.

Speakers are also required to log on to an online speaker management system to complete a Conflict of Interest (COI) Disclosure Form no later than 14 days after having received the invitation.

Using the speaker's COI disclosure form, the description of the session, and the outline of the speakers' presentation in the session, the ACNS CME Committee determines whether a financial relationship disclosed by the speaker is a relevant financial relationship (i.e. related to the content of the activity) that creates a conflict of interest that must be resolved by the committee prior to the educational activity.

Failure to provide disclosure information by the specified deadline, refusal to disclose a conflict, or the inability to resolve an identified conflict will result in disqualification from this activity, at the discretion of the ACNS CME Committee.

## SPEAKER COMPENSATION POLICY

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Complimentary Annual Meeting & Courses registration is available to all eligible Annual Meeting & Course **speakers**. An honorarium of \$200 is available to speakers who meet all deadlines set forth above and any additional deadlines set forth in the speaking invitation.

To be eligible for the compensation package above, a speaker must be giving a pre-prepared talk of 25 minutes or more (20 minutes for SA-CME sessions). Panel discussion participants are not eligible. Session directors not giving a qualifying talk during their session are not eligible.

Travel funding is not available to Annual Meeting & Course speakers or session directors.

**Session Proposal Submission Deadline is  
Monday, June 2, 2025**

Submit a proposal online at

[www.acns.org/meetings/annual-meeting-and-courses/](http://www.acns.org/meetings/annual-meeting-and-courses/)

**Session Acceptance Notifications will be sent via email by July 9, 2025.**

**Speaker invitation acceptances are due August 6, 2025.**