



INSTRUCTIONS FOR SUBMITTING CF EDUCATION RESOURCES

You can showcase the education resources you have created at the 2021 North American Cystic Fibrosis Conference (NACFC). These materials can be for inpatient, outpatient or general community education about cystic fibrosis (CF) and in any format, (e.g., print, audio/visual, Web, etc.). Materials submitted will be displayed and included in the CF Education Resources guide, which is updated annually.

The conference will be held from September 30 - October 2, 2021 at the Henry B. González Convention Center in San Antonio, Texas. Preconference sessions are scheduled on Wednesday, September 29.

Instructions to submit an educational resource are as follows:

- 1) Fill out a **Submission Form(see enclosed)** which includes:
 - a) Contact person's name, degree, address, phone, and e-mail
 - b) Name of resource
 - c) Identified goal(s) of the resource
 - d) A description of the target audience for the submitted material
 - e) A brief one-paragraph summary of the content
 - f) A brief description of how it is or will be used at your center
 - g) If applicable, contact information and cost of the resource for others to obtain a copy
- 2) Submit **two (2) hard copies** of the educational material (e.g. pamphlet, CD, etc). If it is an online resource, you must include a print out of screen shots of the web pages in addition to the website address.
- 3) Send both the Submission Form and 2 copies of the educational resource via email to resources@cff.org or via mail to: *Melissa Chin, Cystic Fibrosis Foundation, 4550 Montgomery Ave Suite 1100N, Bethesda, MD 20814*

Please note:

- If the educational material is still under development, you may submit two (2) copies of a comprehensive outline of the contents, page proofs, etc. and bring a final copy to the conference for display.
- Questions may be emailed to resources@cff.org.

Deadline for submission is May 31, 2021



NACFC Education Resources Submission Form

DEADLINE FOR SUBMISSION: May 31, 2021

To showcase your CF education resources at the 2021 North American Cystic Fibrosis Conference (NACFC), *please complete and submit this form with 2 copies of the education material.* These materials can be for inpatient, outpatient or general community education about cystic fibrosis (CF) and in any format, (e.g., print, audio/visual, Web, etc.). Materials submitted will be displayed and included in the CF Education Resources guide.

Name:

Degree(s):

Institution/CF Care Center:

Address:

Phone:

Fax:

E-mail:

Name of document for submission:

Document in development: YES NO

Goal(s) of the resource:

Describe the target audience for the submitted material:

Format of materials:

Poster Book, pamphlet, etc. DVD, video Web based Game
 Center Specific Notebook Other

Briefly describe in a paragraph a summary of the content:

Briefly describe how it is or will be used at your center:

Please, provide the contact information and any costs if others want copies:

Submit To:

Melissa Chin, Cystic Fibrosis Foundation, 4550 Montgomery Ave Suite 1100N, Bethesda, MD 20814

**** Remember to submit TWO (2) copies of the education material (e.g., pamphlet, CD, etc.) with this form.**