American
Occupational Therapy
Association

AOTA INSPIRE 2026
Fall Call for Papers Instructions

Deadline: September 22, 2025

AOTA invites you to share your innovations and experiences by submitting a proposal!

Instructions for Submission

- Proposals may be submitted through **11:59 PM PST September 22, 2025**
- **Each submitter is limited to one submission, <u>not</u> including a submission previously entered during June's Call for Papers**. The individual submitting may add someone different as Primary Speaker (person who receives all communication regarding any proposal); therefore, it is possible to be the Primary Speaker on multiple submissions. It is also possible to still be a part of the submission as a Co-Presenter (additional speaker on the session) or Contributing Author (supported research for the session but is not involved in presenting).
- Proposals will only be accepted through the online process.
- All presenters, for each proposal submitted, must have a valid email address. Use an email address that you regularly check.
- We recommend that you first develop your proposal using the [template provided](). This will allow you to view detailed criteria, spell check your work and ensure that you are within the noted character limits. Then copy and paste the information into the online process. This will ensure greater accuracy. Please make sure that spelling and credentials are accurate.
- Complete required fields in all sections. You may access the submission process as needed to complete your proposal until the deadline.
- Incomplete proposals will be deleted after the deadline. Please do NOT create a new submission if you have made errors. Simply edit and continue with the existing proposal.

Pro Tips

- Read through the instructions and view the template prior to creating an account in the system. This will allow you to familiarize yourself with the requirements.
- Save as you go! Even if you have not filled out all of the required fields, click Save at the bottom of each tab to save information you have entered.
- An exceeded character count will paste into the text box but will not save. Please refer to the character counter below the text box.
- All emails come from conference@aota.org. To make sure you receive all communication, please be sure to add this email to your approved senders list or have your IT department add it.

If you have any technical issues with the submission site, please email [conference@aota.org.](mailto:conference@aota.org)

Session Type
Supplementary templates and resources are available at https://www.aota.org/events/call-for-papers.

- **Research –** supports occupational therapy as science-driven and evidence-based and therefore <u>must include data</u>.

Session Formats
Format varies based on Session Type and requirements differ for each format.

Format	Type
	Research
Poster	✓
Clinical Application of Research	✓

- **Poster**: Displayed on an 8' wide x 4' tall bulletin board. Posters will be on display during a designated 2-hour period. Presenters are required to be with their poster for the entire 2-hour block of time.
- **Clinical Application of Research**: *Research submissions will be grouped together as a Clinical Application of Research panel. Total session length is 60 minutes. Each participant will present for 15 minutes, with 15 additional minutes for facilitated discussion.

Level of Material

- **Introductory** level is geared to practitioners with little or no knowledge of the subject matter. Focus is on providing general introductory information.
- **Intermediate** level is geared to practitioners with a general working knowledge of current practice trends and literature related to the subject matter. Focus is on increasing knowledge and competent application of the subject matter.
- **Advanced** level is geared to practitioners with a comprehensive understanding of the subject matter based on current theories and standards of practice as well as current literature and research. Focus is on recent advances and trends, and/or research applications. It is expected that a high-level of participation by attendees is encouraged during this session.

Primary Topic Category
Each proposal will require a selection of <u>one</u> Primary Topic Category that best describes the proposal. AOTA reserves the right to change submitter's Primary Topic Category selection.

- Academic Education (includes Fieldwork Education)
- Advocacy
- Children & Youth
- Coding & Billing/Payment Policy
- Developmental Disabilities
- Diversity, Equity, and Inclusion
- General & Professional Issues
- Home & Community Health
- Innovative & Evolving Practice
- International
- Mental Health & Behavioral Health
- Productive Aging
- Rehabilitation & Disability
- Sensory Integration & Processing
- Work & Industry

Secondary Topic Category

Depending on the Proposal Type, submitters will decide on <u>one</u> Secondary Topic Category that best describes the proposal. AOTA reserves the right to change submitter's Secondary Topic Category selection.

- Academic Education
- Administration & Management
- Advocacy
- Children & Youth
- Chronic Conditions
- Coding & Billing
- Cognition
- Developmental Disabilities
- Diversity, Equity & Inclusion
- Driving & Community Mobility
- Early Childhood
- Entrepreneurship
- Environmental Modifications
- Ethics
- Evidence-Based Practice & Knowledge Translation
- Feeding, Eating, & Swallowing
- Fellowship
- Fieldwork Education
- General & Professional Issues
- Gerontology
- Hand & Upper Extremity
- Health & Wellness
- Home & Community Health
- Innovative & Evolving Practice
- International
- Leadership
- Low Vision
- Mental Health & Behavioral Health
- Occupation-Based Practice
- Oncology
- OT/OTA Wellbeing
- Payment Policy
- Physical Rehabilitation
- Primary Care
- Private Practice
- Productive Aging
- Quality & Value Based Care
- Rehabilitation & Disability
- Research
- School Systems
- Sensory Integration & Processing
- Technology
- Telehealth & Virtual Services
- Women's Health
- Work & Industry

Audiovisual Equipment

The standard room set for panel sessions includes:

- 1-Laptop with DVD drive, Microsoft Office, audio, hard-wired Internet, and audio amplified to audience
- 1-Handheld wireless podium microphone
- 1-Wired floor microphone
- 1-Wired head table microphone
- 1-LCD projector and screen

Speakers are not permitted to use their own devices and must use the setup provided.

Submission Templates

Complete the corresponding proposal template provided, at www.aota.org/callforpapers, to assist you with gathering your information. Be sure to proofread and use the spell check feature. This will provide you with a saved copy of your submission prior to entering the information online and allows you to copy and paste your responses.

Note: Character count is used <u>NOT</u> word count.

- An exceeded character count will paste into the text box but will not save. Please refer to the character counter below the text box.

Speakers and Authors

Please include all presenters and authors. Presenters will be published in the order listed. Speakers and authors are responsible for maintaining their own **profile**, please make sure you have the email linked to the AOTA account for all speakers and authors to ensure the correct account is linked to the submission. If a speaker or author is not an AOTA member, you will have the opportunity to add them to the system during the submission process with all of the required information listed below. If you have any questions during this process, please reach out to conference@aota.org for additional assistance.

Reminder: All OT, OTA, and student speakers whose proposals are accepted for presentation must register for at least one day of the Annual Conference & Expo.

- Primary Speaker – The only person to whom AOTA will send subsequent communication regarding acceptance of the proposal and onsite logistics.
- Additional Speaker - Will be onsite presenting with the Primary Speaker.
- Contributing Author - Persons who have contributed to the development and content of the proposal but will NOT be presenting onsite.

IMPORTANT: You must select only ONE person to be the Primary Speaker.

The following information is collected for each Speaker/Author and will be published as submitted.

Name*

*First Name:
 Middle Name or Initials:
*Last Name:

Credentials

- Ensure capitalization and sequence are correct (e.g. PhD, OTR/L, FAOTA). Please do not use periods in credentials.
- List only the highest degree earned.
- Do **NOT** list student credentials. AOTA does not recognize credentials such as BA, BS, OTS or PhD(C), which identify students in pursuit of a degree not yet earned.

Credentials:

Contact Information
Member ID Number:

Daytime Phone Number (incl. area code and extension):

Email Address:

Employer or Academic Institution
*Employer Name:

*Employer City:

*Employer State/Province:

*Employer Country:

Proposal Selection Process
Proposals are reviewed online by your colleagues in a blind peer review that will take place from October 1 to October 22, 2025. See the chart below for the minimum number of blind reviews per session type. Only reviewers who have demonstrated competency in research will review research-related proposals. You must have an earned research doctorate to review research proposals.

Reviewer scores for each proposal are totaled and all proposals that score at or above the cutoff are considered for scheduling in the Conference program. Program selection will be conducted by a committee comprised of specifically identified volunteers with expertise in the topic areas. Final selection and scheduling of conference proposals is done by the volunteer committee and is based on a number of factors that help to establish a diverse and balanced program.

Type	Min. no of reviews	Cutoff Score	Max. Score
Research	3	33	45