

HFMA Region 2 Fall Institute

2026 SPEAKER RFP SUBMISSION GUIDELINES



OCTOBER 14 – 16, 2026

Turning Stone Resort & Casino - Verona, NY

**BUILDING BRIDGES FORWARD:
CONNECTED FOR SUCCESS**

- **HOW TO COMPLETE AN RFP**

- **SESSION TOPIC DESCRIPTIONS**

- **SESSION TYPES**

- **POST-SUBMISSION PROCESS**

- **SPEAKER EXPECTATIONS**

- **SPEAKER EXPENSES**

- **CONTACT INFORMATION**

HOW TO COMPLETE A PROPOSAL



- **Step 1:** Review Submission Guidelines
- **Step 2:** Select a relevant session topic and type
Review subsequent pages for more details
- **Step 3:** Submit the RFP by
June 22, 2026 by completing
the Form Submission



SCAN HERE





BUILDING BRIDGES FORWARD: CONNECTED FOR SUCCESS

Submissions for session should focus on innovation and planning to navigate the constant changes in technology and the healthcare finance landscape.

Within the Session Themes we are looking for presentations that focus on:

- **Innovation in Technology, Process and People**
- **Strategies for proactively paving the way to change**
- **Performance Improvement**
- **Provider success stories that share actionable takeaways to produce results**

SESSION THEMES

- Leadership Development
- Strategy & Growth
- Managed Care & Contract Negotiation
- Reimbursement - Federal & State
- Healthcare Finance
- Revenue Cycle
- Innovation in Healthcare



SESSION TYPES

General Sessions (60-75 Minutes)

- General session on key principals (see session topics)
- Topic that applies generally to all attendees
- Recommend 1-2 speakers

Breakout Sessions (50-60 Minutes)

- Immersive sessions on key principals (see session topics)
- Interactive component to engage the audience
- Recommend 1-2 speakers per session
- Must include 10-15 minute Q&A

WHAT TO INCLUDE IN A PROPOSAL



Speaker Name and Title

Contact Information

Selected Topic

Summary of Session

Expected Length

Video clip of speaker recommended, but not required

1-2 References for speaker

Additional consideration given to Business Partners including
Healthcare Partners

POST SUBMISSION PROCESS

Review Process

- Sessions reviewed by the Programming & Conference Committees
- Selection based on merit and educational value

Rolling Review Timeline

- Notifications sent between July 1 and July 15, 2026
- Applicants informed if selected or not



SPEAKER EXPECTATIONS

Sessions Requirements

- Must be educational
- Must last the full allotted time
- Free from promotion or marketing

Attendance and Presentation

- Speakers must attend in person
- Present at Region 2 Conference

Slide Presentation Submission

- Provide a copy by September 15, 2026



SPEAKER EXPENSES

Coverage for Speakers from Region 2

- Full registration for the conference
- Up to 1 night stay at the conference hotel

Non-Reimbursable Expenses

- Travel expenses
- Food expenses
- Other miscellaneous expenses

SOCIAL MEDIA RELEASE

- **LinkedIn Profile** – Provide a profile link (optional).
- **Permission to Tag** – Approve LinkedIn tagging in event posts.
- **Company Tagging** – Approve tagging of employer/provider; share LinkedIn page.
- **Photo & Bio** – Submit a headshot and brief bio.
- **Name & Title** – Confirm correct name, title, and organization.

SUBMISSION DEADLINE

JUNE 22, 2026

Contact for RFP Process

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Contact for Sponsorship

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thank you

for your interest in presenting at the 2026 HFMA Region 2 Conference!