

**ASHEcon 2018 Conference:
Economics and Public Health
June 10 - 13, 2018 | Emory University | Atlanta, GA
How to Submit an Organized Session**

1. Open the Call for Proposals page: <https://ashecon.confex.com/ashecon/2018/cfp.cgi>
2. Then, click 'Submit a Session' under the program area of your choosing.

Call for Abstracts
7th Annual Conference of the American Society of Health Economists

The **Seventh Annual Conference of the American Society of Health Economists (ASHEcon)**, a professional organization dedicated to promoting excellence in health economics research, will be held at **Emory University, June 10-13, 2018**. The theme is "Economics and Public Health."

Instructions - Organized Sessions

The Host Committee of the 7th Annual Meeting of the American Society of Health Economists invites organized sessions for consideration by the scientific review committee. Session organizers (who may also be presenters) will be asked to provide a 250 word or less description of their proposed session and be asked to categorize their session into one of the categories listed below. Organized sessions must have exactly three papers with a named discussant for each. An abstract of 500 words or less is required for each paper in the session. Named presenters for each paper must be current ASHEcon members or the session proposal cannot be completed. If all presenters are active ASHEcon members the organizer will be able to fully submit the session proposal. If not, the system will generate emails to the specified presenters that will allow them to join ASHEcon or renew their membership and either complete their abstract submission or allow the organizer to do so.

The scientific review committee will evaluate the organized session as a whole for inclusion in the program. If the scientific review committee does not select the organized session for inclusion on the program, each individual abstract contained in the session will enter the pool of individual abstracts for consideration for inclusion in the program. Hence there is no need to also submit an abstract contained in an organized session as an individual abstract.

Instructions - Individual Abstracts

Individual abstracts of 500 words or less are invited for consideration for presentation at the 7th Annual Meeting of the American Society of Health Economists. Submitters will be asked to categorize their abstract into one of the categories listed below. Presenters must be active ASHEcon members in order for the submission process to be completed. We like to pair individually submitted abstracts with discussants that can offer constructive suggestions on the paper thus we encourage submitters to include a suggestion for discussant (either pre-arranged with the individual or not). We will do our best to make that happen, but recognize that it might not be possible in which case we'll do our best to identify someone else.

Individual abstracts not selected by the scientific review committee for oral presentation will potentially be included in the poster session.

Note that in prior conferences 80+% of organized sessions have been accepted for oral presentation at the conference. 30-40% of individual abstracts have been selected for oral presentations.

This year we welcome submissions in the following 15 categories. Each topic area will have its own program chair to coordinate the organization of presentations at the conference. Please do not submit a session or abstract to more than one program area or both submissions will be rejected.

Begin a submission to the following:

COMPETITION IN MEDICAL CARE AND HEALTH INSURANCE MARKETS
Deadline for New Submissions: Friday, December 1, 2017, at 8:00 PM ET.

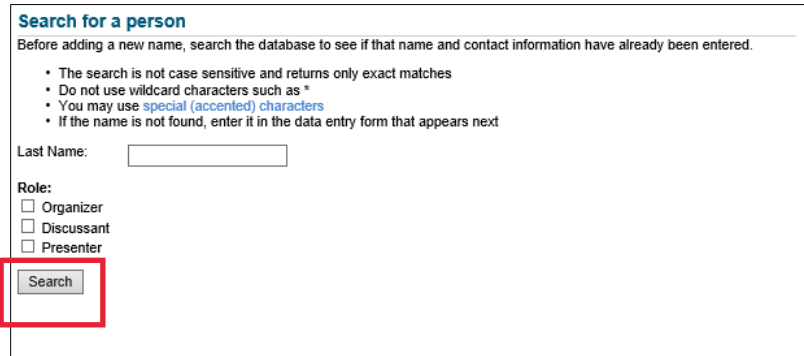
SUBMIT A PAPER **SUBMIT A SESSION**

3. You will be asked to enter information on your session. After entering the information and answer the questions, click 'Save'.



The screenshot shows a web form with two input fields and a button. The first field is labeled "Session Title" and contains the text "Session test 504". The second field is labeled "Submitter's Email" and contains the text "lofori@appam.org". Below these fields is a button labeled "Save", which is highlighted with a red rectangular box.

4. Participants – You will need to enter information for each participant. To be considered, sessions must have 1) Three Authors; 2) Three Discussants; 3) One Organizer; and 4) plus any number of co-authors. To enter a participant, enter either their last name or email into the field provided, select their role for the session, enter the abstract title if they're a presenter and click 'Search'.



The screenshot shows a search form titled "Search for a person". Below the title is a note: "Before adding a new name, search the database to see if that name and contact information have already been entered." There are four bullet points: "The search is not case sensitive and returns only exact matches", "Do not use wildcard characters such as *", "You may use special (accented) characters", and "If the name is not found, enter it in the data entry form that appears next". Below this is a text input field labeled "Last Name:". Underneath is a "Role:" section with three radio button options: "Organizer", "Discussant", and "Presenter". At the bottom of the form is a button labeled "Search", which is highlighted with a red rectangular box.

5. From the search results, either select an individual from the results or 'Not Found' if the individual does not appear in the search, then click 'Select.' If you selected 'Not Found', you will have to opportunity to enter information for them. If the individual is a federal government employee, click "Select and Edit". In the Contact Information page, please check the government employee box. A.gov email address will be needed for verification.

Search Results

Please select the appropriate name from the list below, or select "Name Not Found".

- Leslie Ofori, lofori@appam.org - APPAM
- Not Found - Enter a new name

Note: You may view and change this person's affiliation information on the next step by choosing "Select and Edit".

The screenshot shows a web browser window with a URL: `.../ashecon/2015/obesity/papers/index.cgi?username=5194&password=880363&masterusesteps=1`. The page title is "Contact Information".

Contact Information

* - Indicates required field.
** - Indicates required for presenting authors only.

If you are having issues, please check to make sure you are using the correct email address associated with your membership. Purchase or renew an ASPE-con membership here.

Registration Code: [text input]

First Name *: Leslie Middle Initial: [text input] Last Name *: Ofori Badge Name: [text input] (Note: First name, as it will appear on badge.)

Email Address *: lofori@appam [checkbox checked] Government employee?

Affiliation(s) Edit/View Affiliation Information

in use

APPAM

Title/Position *: [text input] Employer/Organization *: APPAM

Employer/Organization (for Badge): [text input] (Note: Employer/organization, as it will appear on badge.)

Business Address 1 *: 1100 Vermont Ave Business Address 2: Ste. 650

City *: Washington State *: District of Columbia

Zip Code *: 20005 Country *: United States of America

Business Telephone: [text input]

[checkbox] [Add a New Affiliation]

1. As you select the individuals, they will all show on the screen like below. To add the next person, click 'Add new person'.

You must add the following before you can proceed to the next step:

- 3 Discussants Total
- 3 Presenters Total

Role	Person	Edit	Delete	Move
Organizer	Leslie Ofori			
Discussant	Leslie Ofori			

Add new person

Please note:

- All session submissions require 3 presenters/abstracts, 1 organizer, and 3 discussants.
- Abstracts must be completed before this session can be fully submitted.
- Each abstract needs:
 1. Title - The title of the abstract and the submitter's email address.
 2. People - One presenting author and any co-authors.
 3. Payment - Free for ASHEcon members, \$100.00 fee for non-members. Purchase or renew an ASHEcon membership [here](#).
 4. Abstract - The text of the abstract, limited to 500 words.
 5. Confirmation - Conclude the abstract submission.
- All presenters added to this session will be sent emails noting that they should either enter or review their abstract submission.
- You may enter all abstract information yourself or have each presenter enter their abstract via the email confirming their participation in the session. If you choose to enter all abstracts yourself, please click on the title of each paper to enter the abstract text. Click on 'Update Abstract Display' button below once you are finished. You will then be able to proceed to the session confirmation page.

Presentation Title	Authors	Abstract	Delete
Test 508	Meghan Marie		

Update Abstract Display

2. Session Paper Submission - Once you've added all participants, you will need to submit information for each individual paper. To do so, click on the title of each paper and a pop-up will appear with submission instructions.

Each Abstract in this Session needs to have reached and completed the confirmation step before the Session can move past this step.

Role	Person	Edit	Delete	Move
Organizer	Leslie Ofori			
Discussant	Leslie Ofori			
Discussant	Tristanne Staudt			
Discussant	Joe Student			

Add new person

Please note:

- All session submissions require 3 presenters/abstracts, 1 organizer, and 3 discussants.
- Abstracts must be completed before this session can be fully submitted.
- Each abstract needs:
 1. Title - The title of the abstract and the submitter's email address.
 2. People - One presenting author and any co-authors.
 3. Payment - Free for ASHEcon members, \$100.00 fee for non-members. Purchase or renew an ASHEcon membership [here](#).
 4. Abstract - The text of the abstract, limited to 500 words.
 5. Confirmation - Conclude the abstract submission.
- All presenters added to this session will be sent emails noting that they should either enter or review their abstract submission.
- You may enter all abstract information yourself or have each presenter enter their abstract via the email confirming their participation in the session. If you choose to enter all abstracts yourself, please click on the title of each paper to enter the abstract text. Click on 'Update Abstract Display' button below once you are finished. You will then be able to proceed to the session confirmation page.

Presentation Title	Authors	Abstract	Delete	Move
Test 508	Meghan Marie			
Test 800	Anthony LoSasso			
Test 900	Tara Sheehan			

Update Abstract Display

3. To add any co-authors, select 'Save and continue' after reviewing abstract information. In the 'Search for a person' section enter the last name of the co-author you want to add and click 'search'.

Abstract Title:
Fill out this form, then click the "Save and Continue" button at the bottom of the page.

Enter Abstract Title:
[How do I insert a special character?](#)

Title (In title case, please.)
Health

Submitter's Email
lotofo@appam.org

Save and Continue

Search for a person
Before adding a new name, search the database to see if that name and contact information have already been entered.

- The search is not case sensitive and returns only exact matches
- Do not use wildcard characters such as *
- You may use [special \(accented\) characters](#)
- If the name is not found, enter it in the data entry form that appears next

First Name: Match "Like" Starts with

Last Name: Match "Like" Starts with

Email Address: Match "Like" Starts with

Role:
 Author
 Discuscent

Search

4. For each paper, you will be asked to enter abstract text. If you are not a member of ASHEcon, you'll be asked to submit a \$100 submission fee before you enter your abstract text. Click on 'Payment' to pay your submission fee or to proceed entering your abstract.

Abstract Payment

There is no fee for #5205, Test 500

Next step: Abstract

or

Abstract Payment Information



ID 5206
Title Test 55
Price \$100.00

Make Payment

ASHECON Order Form

<p style="text-align: center;">Billing Information</p> <p>Name on Card: * <input type="text"/></p> <p>Organization: <input type="text"/></p> <p>Billing Address: * <input type="text"/></p> <p>City: * <input type="text"/></p> <p>State: * <input type="text"/> <small>Required for US/Canada</small></p> <p>Postal Code: * <input type="text"/></p> <p>Country: * <input type="text"/></p> <p><input type="text"/> United States of America</p> <p>Phone Number: * <input type="text"/></p> <p>Email Address: * <input type="text"/></p> <p><small>*Required fields which must be complete before submitting the payment.</small></p>	<p style="text-align: center;">Your Purchase</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Item Description</th> <th style="text-align: right;">Price</th> </tr> </thead> <tbody> <tr> <td>Description: ASHEcon Submission Payment</td> <td style="text-align: right;">100.00</td> </tr> </tbody> </table> <p><small>The fee of 100.00 is payable by credit card.</small></p> <p style="text-align: center;">Credit Card Information</p> <p><input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Discover <input type="checkbox"/> American Express</p> <p>Credit Card Number: <input type="text"/></p> <p><small>(No dashes or spaces, e.g. 1234567812345678)</small></p> <p>Credit Card Expiration Date: <input type="text"/> / <input type="text"/> <small>(mm/yy)</small></p> <p>Security Code: <input type="text"/></p> <p><small>Please enter the 3- or 4-digit security code that is printed (not imprinted) on your credit card. Help</small></p>	Item Description	Price	Description: ASHEcon Submission Payment	100.00
Item Description	Price				
Description: ASHEcon Submission Payment	100.00				

PLEASE BE PATIENT. Once you have clicked "Submit" it might take as long as two minutes for the transaction to be completed. Do not click the "Submit" button more than once, otherwise you might be charged more than once. This is a secure site, meaning that your credit card information is encrypted during transmission between your computer, our server, and the banks who will ultimately move funds. We do not store your credit card number or expiration date in our database.

Abstract

[Click here to show/hide instructions](#)

Abstract Guidelines
Please submit your abstract of 500 words or less.

To submit your text, copy it from your document and paste it into the box below. You may also type directly in the box, and can apply special formatting using the buttons along the top of the box for subscripts (x_2), superscripts (x^2), etc.

1 word entered. You may not exceed 500.

test|

You may copy and paste formatted text from your word processor. Use Ctrl-V to paste.

- After entering all the information, you will be asked to review your paper one last time before submission. Click 'Conclude Submission' and you will then receive a confirmation page. You may close the window after you receive your confirmation.

Please Check Your Abstract One More Time.

Then scroll all the way down to the bottom of this page and click "Conclude Submission".

Test 900

Tara Sheehan, APPAM, Washington, DC

Abstract Text:

test

Topic Selection: Session test 504

Title: Test 900

Submitter's E-mail Address: lofori@appam.org

Presenting Author

Presenting Author

Tara Sheehan

Email: tsheehan@appam.org -- Will not be published

APPAM

Test

1100 Vermont Ave

Washington DC 20005

USA

FINAL STEPS

1. Check spelling and contact information.
2. Make necessary corrections:
 - o Click any value in the Abstract Control Panel you want to change (e.g., Title, People).
 - o Edit the information and click the submit button.
 - o For example, if you want to add any co-authors to the abstract, click on step 2, People, on the left, and add them there.
3. Click [here](#) to print this page now.

Conclude Submission

Your abstract submission has been received

Print this page

You have submitted the following abstract to 7th Annual Conference of the American Society of Health Economists. Receipt of this notice does not guarantee that your submission was complete or free of errors.

Test 900

Tara Sheehan, APPAM, Washington, DC

Abstract Text:

test

Topic Selection: Session test 504

Title: Test 900

Submitter's E-mail Address: lofori@appam.org

Presenting Author

Presenting Author

Tara Sheehan

Email: tsheehan@appam.org -- Will not be published

APPAM

Test

1100 Vermont Ave

Washington DC 20005

USA

If necessary, you can make changes to your abstract submission

- To access your submission in the future, use the direct link to your abstract submission from one of the automatic confirmation emails that were sent to you during the submission.
- Or point your browser to ashecon/reminder.cgi to have that URL mailed to you again. Your username/password are 5225/861157.

Any changes that you make will be reflected instantly in what is seen by the reviewers. You DO NOT need to go through all of the submission steps in order to change one thing. If you want to change the title, for example, just click "Title" in the abstract control panel and submit the new title.

When you have completed your submission, you may close this browser window.

[Click here to submit another abstract or session.](#)

[Home Page](#)

6. Once you have entered information on all papers included in the session, click on 'Update Abstract Display' to refresh the page. When the page refreshes, click 'Confirmation' at the bottom of the screen.

Role	Person	Edit	Delete
Organizer	Charmaine J. Wright		

[Add new person](#)

Please note:

- Abstracts must be completed before this session can be fully submitted.
- Presenters are sent emails to complete their abstracts upon being added to this session.
- Each abstract needs:
 1. Title - The title of the abstract and the submitter's email address.
 2. Topic - You may select only one topic (this should be the same as the overall session topic).
 3. People - One presenting author and one discussant, plus any co-authors.
 4. Payment - Free for ASHEcon members, \$150.00 fee for non-members. Purchase or renew an ASHEcon membership [here](#).
 5. Abstract - The text of the abstract, limited to 500 words.
- Confirmation - Conclude the abstract submission.
- If the presenters do not complete their abstracts, or are not able to do so, you may open up each individual presentation using the presentation title links or abstract icons below and complete all of the steps in the Abstract Control Panel, located in the left frame of each page.
- If you choose to enter the abstracts yourself, you may click on the 'Update Abstract Display' button below once you are finished. You will then be able to proceed to the session confirmation page.

Presentation Title	Authors	Abstract	Discuss	Move
ASHEcon	Samantha L. Andrews			
Health Economists	Anthony LoRusso			
Paper Length	Leslie Olin			

[Update Abstract Display](#)

Next step: [Confirmation](#)

7. Confirmation: You will have the opportunity to review your session submission. Please ensure that all the information listed is correct. When finished, click 'Submit' at the bottom of the screen to receive your submission confirmation.

Conclude Submission

Please **PROOF** what you have entered.

If all of the information looks OK, then click "Submit". What you see is what we have in our database for this presentation.

To change anything, click on a link in the Session control panel.

Click [here](#) to print this page now.

Title: Session test 504

Submitter's Email: lofori@appam.org

Type: Oral

Abstract ID: 5223 **Abstract Title:** Test 508

Presenting Author: Meghan Marie, meghan.grenda@gmail.com

Abstract Text:

test

Abstract ID: 5224 **Abstract Title:** Test 600

Presenting Author: Anthony LoSasso, losasso@uic.edu

Abstract Text:

test

Abstract ID: 5225 **Abstract Title:** Test 900

Presenting Author: Tara Sheehan, tsheehan@appam.org

Abstract Text:

test

Organizer

Leslie Ofori
Email: lofori@appam.org -- Will not be published

APPAM
Test
1100 Vermont Ave
Washington DC 20005
USA

Discussant

Leslie Ofori
Email: lofori@appam.org -- Will not be published

APPAM
Test
1100 Vermont Ave
Washington DC 20005
USA

Discussant

Tristanne Staudt
Email: tstaudt@appam.org -- Will not be published

APPAM
tstaudt@appam.org
1100 Vermont Ave
Suite 650
Washington DC 20005
USA

Discussant

Joe Student
Email: fellowship@ashihecon.org -- Will not be published

College
Student
1313 mockingbird lane
Chicago IL 60614
USA

8. Thank you for submitting your proposal for the 2018 ASHEcon Conference! After submitting your proposed session, you will receive an email with the link to your submission. You may make any edits you'd like to the submission until the deadline of December 1, 2017. After that date, all submissions will be closed and edits may not be made.

<p>Session test 504</p> <p>Title: Session test 504</p> <p>Submitter's Email: latorf@appam.org</p> <p>Type: Oral</p> <p>Abstract ID: 5223 Abstract Title: Test 508 Presenting Author: Meghan Marie, meghan.greinda@gmail.com</p> <p>Abstract Text: test</p> <p>Abstract ID: 5224 Abstract Title: Test 800 Presenting Author: Anthony LoSasso, losasso@aic.edu</p> <p>Abstract Text: test</p> <p>Abstract ID: 5225 Abstract Title: Test 900 Presenting Author: Tara Sheehan, tsheehan@appam.org</p> <p>Abstract Text: test</p> <p>Organizer</p> <p>Leslie Ofori Email: latorf@appam.org -- Will not be published</p> <p>APPAM Test 1100 Vermont Ave Washington DC 20005 USA</p> <p>Discussant</p> <p>Leslie Ofori Email: latorf@appam.org -- Will not be published</p> <p>APPAM Test 1100 Vermont Ave Washington DC 20005 USA</p> <p>Discussant</p> <p>Tristanne Staudt Email: tstaudt@appam.org -- Will not be published</p> <p>APPAM tstaudt@appam.org 1100 Vermont Ave Suite 650 Washington DC 20005 USA</p> <p>Discussant</p> <p>Joe Student Email: felowship@ashecon.org -- Will not be published</p> <p>College Students 1313 mockingbird lane Chicago IL 60614 USA</p> <p>If necessary, you can make changes to your session between now and the deadline of Friday, December 1, 2017.</p> <ul style="list-style-type: none">To access your submission in the future, use the direct link to your session submission from one of the automatic confirmation emails that were sent to you during the submission.Or point your browser to http://ashecon.com/plex.com/ashecon/reminder.cgi to have that URL mailed to you again. Your username/password are 2157/699953. <p>Any changes that you make will be reflected instantly in what is seen by the reviewers. You DO NOT need to go through all of the submission steps in order to change one thing. If you want to change the title, for example, just click "Title" in the session control panel and submit the new title.</p> <p>When you have completed your submission, you may close this browser window.</p> <p>Click here to submit another abstract or session.</p> <p>Home Page</p>
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