

Terms and Conditions Call for Papers DMEA 2027

Stand Juni 2026

Call for Papers DMEA – Terms and Conditions 2027

If you would like to give a presentation at DMEA as part of the DMEA programme (here in after also referred to as a “contribution”), you must first register and apply via the DMEA booking portal (here in after the “portal”) operated by bvitg Service GmbH (here in after “bsg”).

By registering in the portal, you agree to the following terms and conditions of participation. The portal operated by bsg is run using Momentus.

1. Application & Registration Process for the Call for Papers DMEA

1.1 Participation in the DMEA Call for Papers is free of charge and open to all actors in the healthcare sector.

1.2 Applications may only be submitted via the dedicated Momentus portal operated by bvitg Service GmbH (bsg). Submission via third parties or by email is not permitted.

1.3 To participate in the DMEA Call for Papers, please visit the DMEA website by clicking on the following link, "Submit to the DMEA Call for Papers", you will be directed to the bsg submission portal, hosted by Momentus where you can submit your contribution.

1.4 After registering in the portal, all fields marked with an asterisk (*) are mandatory. This information is required by bsg to decide on the acceptance of the submitted contribution and to ensure the execution of the DMEA.

1.5 bsg reviews the submitted contributions, and the respective session coordinators make the final selection of which contributions will be accepted for presentation at DMEA. The session coordinators are responsible for the selection decision.

1.6 Please note that your application, and your data, will be stored in our portal even if your contribution is not accepted by bsg. bsg uses this data for the planning of future DMEA events, for example, to potentially contact rejected applicants for future events. If you do not wish this, you may request the deletion of your submitted applications or your entire portal user account by sending an email to dmea@bvitg.de. This does not affect the transfer of usage rights regarding presentations already given, which is irrevocable (see § 4 of these Terms and Conditions).

1.7 If your contribution has been accepted by bsg for the DMEA program, you are obliged to provide the services specified in these Terms and Conditions.

1.8 By submitting an application, the participant agrees that the data collected in the course of the application will be processed in Momentus for the purpose of conducting the call-for-papers process and subsequently transferred to a third-party system used by Messe München (Sessionboard) for event management purposes.

The processing is carried out exclusively for the organisation and execution of the respective event, in accordance with applicable data protection regulations.

2. Notes on the Use and Submission of Your Contribution, Photos & CV

2.1 As a submitter of a presentation, you have the opportunity to register yourself as a speaker within the framework of the DMEA Call for Papers. Registration and the submission of the abstract are carried out exclusively via the bsg registration portal.

2.2 If you register additional persons as speakers as part of your submission, they will automatically be informed of the registration by bsg via email. By registering, you confirm that you are authorized to share the contact details of the registered persons, that they have been informed about the registration in advance, and that you have obtained their consent for the transfer and processing of their personal data within the framework of the Call for Papers. The processing of personal data is carried out solely for the purpose of conducting and organizing the DMEA Call for Papers in accordance with applicable data protection regulations (GDPR).

2.3 A maximum of two speakers can be registered per presentation if the presentation is up to 15 minutes long. If a presentation is scheduled for only 10 minutes, registering a second speaker is not possible.

2.4 In the event that your presentation is accepted, you are obliged to submit the final version of your presentation by email to dmea@bvitg.de or patrice.cole@bvitg.de no later than two weeks before the start of the event. **Only presentations in PDF or PowerPoint (.ppt/.pptx) format are accepted.**

By submitting the final presentation, you grant the bsg a simple, spatially, and temporally limited right to use the presentation within the framework of the event and for accompanying organizational purposes (e.g., provision for moderation, technical preparation, event documentation). Any further use, in particular publication or distribution to third parties, requires your prior consent.

2.5 If your submission is successfully accepted, you are obliged, at the start of the speaker management process, to submit certain personal data (e.g., photo, CV, social media profiles) via the designated Speaker Portal of Messe München.

3. Notes on participation opportunities in the DMEA Call for Papers

3.1 By submitting a contribution within the Call for Papers, applicants agree to the following terms and conditions:

3.2 Program formats: Submitted contributions may be considered for different DMEA program formats. Allocation is determined by the Program Jury and the Program Committee based on content quality, relevance, and fit within the overall program.

3.3 Congress sessions: Session duration: 60 minutes, typically three presentations per session, presentation duration: 10–15 minutes per contribution, conference languages: German and English, a maximum of two speakers may be assigned per presentation. The final composition, allocation, and design of the session are the responsibility of the respective session chairs.

3.3 Seminars: Seminar duration: 180 minutes. Typically, three presentations per seminar. Presentation duration: 15–30 minutes per contribution. Content-related and organizational coordination is carried out in cooperation with the session chairs. The final composition and design of the seminar are the responsibility of the respective session chairs.

3.4 Wild Card: Submissions that cannot be clearly assigned to an existing topic area or standard format may be considered for the Wild Card. Open to innovative, interdisciplinary, or unconventional topics. Allocation to format and program is determined by the Program Jury and/or the Program Committee. Selection is based in particular on content quality, relevance, and added value for the DMEA community.

3.5 Selection process: The number of submissions regularly exceeds the available program slots. Submission of a contribution therefore does not constitute a claim to inclusion in the program. Submissions are evaluated by the Program Jury based on defined evaluation criteria. Decisions on acceptance, rejection, format allocation, and integration into the event program are made exclusively by the Program Committee.

3.6 Good to know! Demand for speaking slots is high; we regularly receive more submissions than can be included in the program. If all congress sessions and seminars are already fully booked, but your submission is rated very positively by the Program Jury, alternative placement options within the program may be considered. One option may be participation in a panel. In this case, you will not deliver a traditional presentation but will instead discuss a current topic together with other experts. Key facts on the panel: duration: 45 minutes, format: moderated discussion round, composition: up to four panelists, focus: professional exchange and discussion, no individual presentation. Moderation is provided by the session chairs. This ensures that particularly relevant topics can become part of the DMEA program.

3.7 The final decision and placement of a submission is made by the Program Jury.

4. Notes on the Use of Your Presentation

4.1 Presentations delivered as part of the congress program will not be made available for download to third parties after the event. Any requests for the sharing or use of such presentations must be coordinated directly with the respective speaker.

5. Reference to Image and Sound Recordings

5.1 bsg, bvitg e. V., and Messe München GmbH are entitled to record events and presentations within the framework of DMEA, in whole or in part, in image, sound, and video, archive them, and use them as follows:

- **Transmission and Provision:** as a livestream and via public on-demand access (e.g., download or streaming) on online platforms of Messe München GmbH and on the official DMEA website.
- **Public Relations:** for communication and marketing purposes of Messe München GmbH, bsg, and bvitg e. V. in connection with DMEA (e.g., website, social media, print and online media).
- **Editorial Reporting:** within their own public relations activities and in cooperation with external media in print and digital formats.
- **Provision to Media Representatives:** for journalistic reporting on DMEA.

5.2 By participating, you explicitly consent to the creation, storage, and use of such image and sound recordings for the purposes, without any entitlement to remuneration.

Data Protection / Personal Rights: The recordings may contain personal data. The legal basis for processing is Art. 6(1)(f) GDPR (legitimate interest in documentation and public relations for DMEA). Responsible for data processing are bsg, bvitg e. V., and Messe München GmbH. Your rights to access, rectification, deletion, or restriction of processing, as well as other data subject rights under Art. 15 et seq. GDPR, remain unaffected.