

Centers for Medicare and Medicaid Services (CMS)
Clinical Laboratory Fee Schedule (CLFS) Annual Laboratory Public Meeting

Instructions for completing presenter PowerPoint slide:

1. TITLE OF SLIDE: At the top of the PowerPoint slide insert the following:
 - Code Number (Text font and size: Calibri; 28)
 - Code Long Descriptor (Text font and size: Calibri; 28)
2. TABLE OF PUBLIC COMMENT + RATIONALE: Insert a table with the following column titles (table font and size; Calibri; 24):
 - Public Comment
 - In this column add the crosswalk code # and the National Limit Amount (NLA) for that year in the cell under Public Comment header
 - Rationale
 - Add a brief rationale for the crosswalk in the cell under Rationale header

Public Comment	Rationale
Crosswalk code #, National Limit Amount (NLA) for that year	Provide brief rationale for crosswalk

3. SLIDE FOOTER: Add the name of your organization and name of the presenter (last name, first name) in slide footer. PLEASE DO NOT ADD Society or Company Logos.
4. For additional codes, insert an **additional slide** and repeat above steps 1-3.
5. Review and complete the “**PowerPoint Slide Deck Check List**,” page 2.

Below you will find an **EXAMPLE** of a completed PowerPoint slide:

80140: Calcitonin stimulation panel (eg, calcium, pentagastrin)

Public Comment	Rationale
82308 x3 (\$20.00)	Consistent with code descriptor.

CMS Annual Lab Meeting, Date (MONTH DAY, YEAR)
Name of organization, Name of presenter (Last name, First name)

PowerPoint Slide Check List

- ✓ Did you use one slide per code?
- ✓ Are there titles on every slide? The title is the code name and descriptor.
- ✓ Did you add the following to the footer of the slide?
 - Name of your organization or society
 - Speaker to the footer
- ✓ Did you refrain from using company logos and images?
 - If you used images, did you add "Alt text"? "Alt text" is a brief description of what is contained in the image.
- ✓ Did you remove any review comments or internal company/organization edits?
- ✓ Did you keep the slide background white?
 - If you did not keep the background white, does color contrast meet the 4.5: 1 requirement.
- ✓ Does all text on the slide appear on the outline of the slide?
- ✓ Did you avoid using flickering/flashing text?

Questions/Assistance Needed?

If you have question regarding the preparing your slide deck, please submit all inquiries to the following CMS resource box: CLFS_Annual_Public_Meeting@cms.hhs.gov, Subject Line: ALM Presentation Support.