

# Abstract Submission Guidelines



## Kentucky Chapter



**Deadline for Submission:** July 29<sup>th</sup>, 2020, 11:59 pm

**Acceptance notifications:** August 5<sup>th</sup>, 2020

**Deadline for Poster PowerPoint Submission:** August 16<sup>th</sup>, 2020, 11:59 pm

**Virtual Poster Session:** August 21<sup>st</sup>, 2020, 12:00 pm to 1:30 pm

**Virtual Conference:**

August 21<sup>st</sup>, 2020

**Eligibility:** Heartland Hospital Medicine is accepting abstract submissions from the following two: Research & Innovations or Clinical Vignettes. Abstracts are eligible for submission if they have not been published in a peer-reviewed journal (or in any other copyrighted material). Heartland Hospital Medicine does not require permission or prohibit authors from submitting their abstracts at other meetings before or after the Heartland Hospital Medicine Conference.

**Author responsibility:** Email communications regarding the abstract submission will be sent to the submitting author, and it is the submitting author's responsibility to pass along communication to the co-authors and to accept or decline the invitation to present. It is the author's responsibility to assess if the material is copyrighted and ineligible.

**Conflicts of Interest:** Any relationships to pharmaceutical companies, biomedical device manufacturers, or other organizations that could represent potential conflicts by any authors are required to be disclosed by the submitting author with the submission of the abstract.

**Permissions:** The submitting author acknowledges that he/she and all of the coauthors have seen and agree with the following: the contents of the abstract; responsibility for clinical trial data (if applicable); that the abstract has not been published in a peer-reviewed journal; disclosures of financial interest in or support from, or equity positions in, manufacturers of drugs, services, or products mentioned in the abstract; trial registry information. Finally, all authors acknowledge that plagiarism will not be tolerated and will result in withdraw of the abstract.

**Type of Submissions:**

Research & Innovations: Submissions can report clinical research, process improvement initiatives, basic science research, or a systematic review of a clinical problem in hospital medicine.

Abstracts submitted should adhere to the following headings:

- Background
- Methods
- Results
- Conclusions

**Clinical Vignettes:** A clinical vignette is a report of a case of a rare disease or an unusual clinical feature of an established disease with relevant hospital medicine teaching points. A case that highlights an area of clinical controversy in hospital medicine or illustrates a unique patient safety issue will also be considered. It may include a summary of pertinent patient history, physical findings, laboratory data, or management description. It should be clear from the discussion portion of the abstract why the vignette is most appropriate for hospital medicine.

Abstracts submitted for the clinical vignette category should adhere to these headings:

- Case presentation
- Discussion
- Conclusions

**How to Submit:** Submit the abstract at [https://uky.az1.qualtrics.com/jfe/form/SV\\_aeBzZjJpbhdXYsl](https://uky.az1.qualtrics.com/jfe/form/SV_aeBzZjJpbhdXYsl) by July 29<sup>th</sup>, 2020 using the headings as above with a 3000-character limit (with spaces) for abstract.

**Abstract Selection:** Abstracts will be scored by a panel of reviewers. The reviewers may decide to reassign your abstract to another category, and ultimately will decide whether your abstract is selected for the poster session. Abstracts will be evaluated on originality, organization, writing ability, and relevance to hospital medicine. The abstracts selected for the poster competition will be displayed onsite at the Heartland Hospital Medicine 2020 Conference. All posters will be judged on-site.

**Acceptance/Withdraw of Your Abstract:** Acceptance notifications will be emailed by August 5<sup>th</sup>, 2020 to the submitting author. You will have until August 14<sup>th</sup>, 2020 to accept the invitation to present your poster at the annual meeting. Your acceptance will be considered a commitment to present the poster. After accepting, if you find that you are no longer able to attend the meeting, you may send someone to present in your place, but this must be communicated via email. The presenter will be expected to submit PowerPoint of Poster by 23:59pm, August 16<sup>th</sup>, 2020 via email.

**Presenting Author's Availability:** The presenting author (preferably the first author) must be available to present his or her work at the Heartland Hospital Medicine 2020 Conference and must be present at the awards ceremony at the conclusion of the poster session.

*Poster presenters, including students, residents and fellows, are responsible for any associated costs of attending the meeting (if applicable), travel, and poster preparation and mailing costs.*

**Awards:** The highest scoring poster overall will receive automatic acceptance into the National Research, Innovations and Clinical Vignettes Competition at SHM's Annual Meeting in 2021. This person must submit their abstract into SHM's online web portal by the submission deadline. Information can be found at <http://shmannualconference.org/riv/>. This person must also be able to attend SHM's Annual Meeting to present. Awards will also be given to the top student, top resident, top research and pediatrics categories posters, respectively.

The winner (based on level of training) will also receive:

- Medical Student - [SHM Membership](#) for a year (free) + Early Registration for [HM21](#) (\$95) + \$500 for travel/stay
- Resident - [SHM Membership](#) for a year (\$100 for resident) + Early Registration for [HM21](#) (\$395) + \$500 for travel
- APP - Early Registration for [HM21](#) (\$555 for non-member and \$670 for member)
- Attending- Early Registration for [HM21](#) (\$895 for member); if non-member they pay for membership (\$445) or pay \$335 difference for non-member registration

Example abstracts from Hospital Medicine 2019 can be found here: <https://www.shmabstracts.com/>.

Questions about the abstract process should be directed to:

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