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## 2019 CALL FOR POSTER ABSTRACTS

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# Poster Abstract Application Instructions

### **Call For Poster Abstracts**

The New Jersey Academy of Family Physicians has issued a call for poster abstracts for the 2019 Family Medicine Forum, formerly known as the annual Scientific Assembly. This is your opportunity to present a primary care clinical or research project to approximately 200-250 family physician attendees.

Physician and resident entries will be judged by an expert panel and awarded a monetary prize for first and second place. The People's Choice Award is back with online and onsite voting by NJAFP members, Forum attendees, your friends, family and colleagues.

### **Submission Steps**

1. **Each author** must submit a conflict of interest disclosure form. Complete the form at [https://www.surveymonkey.com/r/NJAFP\\_Disclosure\\_Form](https://www.surveymonkey.com/r/NJAFP_Disclosure_Form).
2. Then the primary or secondary author should submit their disclosure form; and then
3. Follow the link at the end of the form to the abstract submission form.

NOTE: The primary author is responsible for ensuring that all authors submit a disclosure form.

### **Submission Guidelines**

- The research must be of interest and educational value to family medicine and be conducted by an NJAFP physician member, a New Jersey Family Medicine resident, or a New Jersey medical student.
- An NJAFP member must be the primary or secondary author.
- Original work that has been completed in the past 2 years is eligible for submission.
- Works that have been published prior to the 2019 FamMed Forum are not eligible.
- All projects must be completed at time of application.
- Entries may not be taken from previously published papers.
- Submissions must meet the requirements of the applicant's local institutional review board (approval or waiver), if applicable.
- Be prepared to provide a 50-word description of your poster. Do not cut/paste the entire abstract into this field. This is your poster "elevator speech." Include title and all authors (does not count toward 50 words).

### **Submission Deadline**

Your application and supporting material must be submitted before 8am Monday, April 22. The online application will close at that time.

### **If your poster abstract is accepted:**

- The primary author will be notified of acceptance for presentation via email by Wednesday, May 15
- You must submit a PDF of your poster by 8am, Monday, May 20
- The first and/or second author must attend the 2019 FamMed Forum to:

- setup your poster by 6pm, Friday, June 14
- be present Saturday, June 15 10-10:30am (morning break) and 11:30am-Noon (lunch) for judging:
  - have your poster “elevator speech” ready and be prepared to answer questions from judges
  - the poster contest is eligible for CME credit so expect Forum attendees during lunch
  - remove your poster by 3pm Saturday (posters not removed will be discarded ☹ )
- Winners are announced at the President’s Gala (additional registration and fee)
  - You do not have to attend the Gala to win

**Questions?**

If you have any questions, please contact Angie Halaja-Henriques at [angie@njafp.org](mailto:angie@njafp.org).

**Categories**

**Research** – Summarize the results of a well-defined basic or clinical research project, including a hypothesis, dependent and independent variables, tests for measures of association, succinct discussion of data, etc. All work should be original. Projects may involve observational or interventional studies.

**Clinical Inquiry/Vignette** – Present a clinical scenario with discussion of an actual patient presentation or review current evidence-based recommendations for a clinical topic. A clinical case presentation must include an introduction, case description, and discussion of current practice guidelines for management of the patient. An evidence-based review need not be based on an actual patient presentation, but must provide a systematic review of the current best research evidence to answer a clinical question. The presentation should provide an evidence-based answer on a topic relevant to family medicine in common everyday practice and include an evidence summary, recommendations from others, and clinical commentary. For a current list of AAFP resources visit <http://www.aafp.org/cme/faculty/resources.html#ebcme>.

**Community Project** – Describe personal experience working on a community-based initiative to improve the health of a specific population (e.g., providing adolescent AIDS education, working with school nurses to develop asthma action plans, establishing a health care for the homeless program, etc.). Student/Resident applicant(s) must have served in a leadership role in the planning and execution of the project. The description should include an evaluation of the project.

**Educational Program** – Describe an educational program or curricular innovation that has been evaluated for its impact on medical student or resident training. Student/Resident applicant(s) must have played a substantive role in the creation, implementation and/or evaluation of the target program. This may have been done in collaboration with faculty. An applicant(s) needs to state specifically the role they played in the program.

**Quality Improvement-Patient Safety** – Submissions can report on efforts to improve patient safety or outcomes measurement. Such efforts may be projects developed and initiated to promote patient safety and/or processes that have improved or created a safer environment for patients. Abstracts may also be submitted that relate to the use of outcome data, how to measure and convert data into information.

**Selection Criteria And Review Process**

Selection for presentation at the 2019 Forum will be based upon the following criteria:

All categories

- Value/Applicability to Family Medicine
- References (reference page may be in addition)

Research and Quality Improvement

- Project description
- Objectives/purpose
- Methodology
- Presenters’ role in project
- Results
- Conclusions/discussion

Clinical Inquiry

- Introduction
- Case description
- Discussion of practice guidelines
- Conclusions/discussion

Community Project and Educational Program

- Project/program description
- Objectives/purpose
- Methodology
- Presenters' role in project/program
- Result and conclusions/discussion

## **Ethical Considerations**

Poster content must be up-to-date and presented in an ethical manner. Comparisons of efficacy, contraindications, modes of administration, etc. between competitive products shall be fully presented. Editorial conclusions should be made with ethical restraint. If the poster deals with a pharmaceutical product, medical device or any product that is sold on the open market, the content of the poster must not be promotional. No application will be accepted if it is determined that the purpose, findings, and/or conclusions are promotional in nature. If applicable, please provide a copy of your letter of approval from your Institutional Review Board (IRB), confirming that you have designed your project so as to protect the rights and welfare of your research subjects.

## **Disclosure of Financial Support**

Any financial support must be indicated on the disclosure form. **AAFP and ACCME require all authors to submit a disclosure form at the time of submission.** Failure to disclose financial support will result in the submission being rejected or the poster being disqualified.

## **Abstract & Poster Guidelines**

Abstracts are limited to 500 words and should include:

1. Background and Hypothesis
  2. Design, Subjects, Setting
  3. Methods/Scientific Merit
  4. Results
  5. Discussion (include summary, study limitations, relevance to family medicine and conclusions)
- Abstracts do not require references.
  - Commercial product names are not permitted in poster content. Use only generic names of drugs and other products. The first use of the generic name on the poster may be marked by an asterisk with the brand name footnoted in type not exceeding 1/4 inch high. Give equal emphasis to all generic names of competitive products, ex: font height, weight, color, and/or typeface. Company logos may not be used in any part of the poster.
  - If you disclosed financial support, you must include a credit line as a footnote in type not exceeding ¼ inch high. The footnote must read "Financial support for this poster was provided by (supporting company)."
  - The poster should include the title of the presentation and the names of the authors. Lettering should be easily legible from about 3 feet.
  - We advise against handouts but if you provide a handout, label it clearly with the poster title.

## **Poster Size And Material**

You are responsible for printing your poster. Poster dimensions are limited to a maximum of 45" high x 93" wide. Posters that exceed this size will be excluded from judging. The NJAFP will provide push pins and a 4' high x 8' wide poster/tack board. Your poster should be prepared on heavyweight paper or lightweight cardboard, so it can be attached to the tack board with push pins.

## **Awards**

Accepted posters will be displayed at the 2019 FamMed Forum. Posters will be judged on the following criteria:

- Originality
- Quality and clarity
- Organization
- Creativity of presentation
- Scientific merit
- Relevance to family medicine

A \$500 1<sup>st</sup> place prize and a \$250 2<sup>nd</sup> place prize will be awarded to the top Physician and Resident entries. Student entries receive certificates of merit.