

# Call for Abstracts

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## Policies and Guidelines

1. All application material for Lectures and Courses must be submitted online by **Friday, November 2, 2018, at 11:59 pm (CT)**. You will be prompted to fill out a financial conflict of interest disclosure form when you first log in. All presenting authors must provide a financial conflict of interest disclosure to be accepted for presentation. Applications for Case Presentations must be submitted online by **Friday November 30<sup>th</sup>, at 11:59 pm (CT)**.
2. **Please Note:** All listed Authors will receive a Disclosure email upon final submission of the abstract. All listed co-authors will have until February 4<sup>th</sup>, 2019 to submit their disclosure form. Authors who do not submit a disclosure by that date will be removed from the abstract and cannot be added after peer review.
3. While AAPLCP continues to emphasize original research and prefers the Annual Assembly be the forum for initial presentation, it recognizes that high-quality research of interest to Psychiatric life care planners is presented at other scientific meetings. AAPLCP will accept abstracts that have been previously presented at other medical, scientific, and research meetings. Re-submissions will be evaluated on content criteria relevant to the educational and scientific objectives of the Annual Assembly.
4. Submission categories for the 2019 Annual Assembly will be given top priority if they pertain to the theme below:
  - Psychosocial Consequences of Injury/Illness

Subject matter may include:

- PTSD
- Major Depression
- Chronic Pain Syndrome
- Pharmaceutical management of chronic pain syndrome, including use of cannabis
- Mild Neurocognitive Disorders
- Therapies, i.e. Psychotherapies, Biofeedback, Mindfulness, Cognitive Behavioral, etc.
- Vocational Considerations
- Avocational Considerations
  - Cyclical nature of these conditions

5. Only the submitting author of the abstract will receive email notification of acceptance or rejection. It is the responsibility of the primary author to notify the coauthors of acceptance or rejection. Notifications will be sent via email by December 31<sup>st</sup>, 2018.
6. The Education Committee reserves the right to assign presentation times to suit program needs. Presenters will not be able to change days of presentation.
7. Accepted abstracts will be minimally edited for style and format and published in conjunction with the program guide. A maximum of 5 authors' names will be included per abstract.
8. When preparing an abstract, authors are requested to abide by the following guidelines:
  - Authors must identify in the title if the abstract is a case report. **Example:** Life Care Plan for Locked in Syndrome: A Case Report.
  - Authors must not submit abstracts written in all CAPS
  - Authors must not submit abstracts that constitute promotion of a product or service. (See “Commercialism and Disclosure Statements” below.)
  - Authors may not use tables, graphs, or figures in the abstract submission process.
  - Authors may not list references in the abstract.
  - Authors must spell, in full, on first introduction of all acronyms or abbreviations used.
  - If you refer to brand-name drugs, the generic name must be provided.

## Procedures

1. Abstracts are to be no more than 300 words (not including title or author block).
2. All abstracts for lectures or courses must include the following:
  - Title
  - Subject category
  - Learning objectives (List at least 4)
  - Presenters for the lecture or course and their topics or lecture titles
  - Time requested per participant (60 minutes total per lecture or 120 minutes total per course)
3. Abstracts submitted as a **case report** must include the following:
  - Title
  - Subject category
  - Case Description
  - Learning objectives (List at least 2)

- Presenters
- Time requested (20 minutes total per case)

## Commercialism and Disclosure Statements

1. Presentations that constitute promotion or advertising will be rejected. Pervasive or inappropriate use of commercial/trade names is not allowed.
2. Presenters must disclose any relevant financial interest in relationship with or support from manufacturers of any commercial product(s). AAPLCP will determine if there is a conflict of interest and will take all appropriate steps to resolve.
3. Presenters must disclose the US Food and Drug Administration (FDA) clearance status of medical devices and pharmaceuticals for the uses discussed or described in the presentation. "Off label" uses of a device or pharmaceutical may be described in the presentation as long as the lack of FDA clearance for this is also disclosed.
4. Statements made in presentations are the sole responsibility of the author(s). Statements should not be viewed as, or representative of, any formal stance or position taken on any product, subject, or issue by the Academy.

## Example of Structured Abstracts

**Title:** Determining Future Diagnostics Tests for a Life Care Plan

- **Presenter:** John Doe
- **Institution:** Orthopedic Institute
- **Presentation Type:** Lecture
- **Category:** Life Care Planning
- **Abstract Body:**
  - **Objective:** To discuss various diagnostic tests that can be incorporated into a life care plan. Rationale for specific tests such as; MRI, CT scan, EMG, Neuromuscular Ultrasound will be explored in detail. Justification for these studies for various neurological and musculoskeletal cases will be discussed along with their frequencies during the duration of care. Time will be left at the end to encourage audience discussion.
- **Financial disclosure:** None
- **Time:** 50 minutes of lecture and 10 minutes audience participation

**Title:** Newest Technologies in Wheelchairs

- **Course Director:** Jane Doe
- **Presenters:** Jane Doe, Joe Smith, John Jones

- **Institutions:** Acme Academic Medical Center
- **Presentation type:** Course
- **Current category:** Rehabilitation
- **Abstract body:**
  - **Objective (Abstract Only):** To test the hypotheses that people learning to use modern wheelchair technologies have a better quality of life than those using the conventional wheelchairs, that they are more successful at learning the skills, they learn more quickly, and find such skills less difficult. The first speaker will give an overview of modern wheelchair technologies. The second speaker will talk about the design of the study and the conclusions of the study. The third speaker will address how the results of this study can be implemented into life care planning.
  - **Conclusions** (Required for Abstracts and Case Reports): Modern wheelchair technologies provide stability and improved function without interfering with maneuverability. Learning to perform with modern wheelchair technology is safer, faster, and less difficult than learning standard wheelchair mobility.
- **Financial disclosures:** None
- **Time:** 90 minutes, 30 minutes for each speaker

## Example of a Case Report

- **Life Care Plan for a Child with Cerebral Palsy: A Case Report.**
- **Jane Doe, MD (Texas Child Hospital Medical Center)**
- **Category:** Pediatric Rehabilitation
- **Disclosure:** None.
- **Patient:** A 5 year old boy with spastic quadriplegic cerebral palsy (CP).
- **Case Description:** The patient has profound deficits with mobility, cognition, learning, and requires extensive equipment and personal care.
- **Assessment/Results:** A life care plan will be demonstrated for this individual and a discussion will occur with the audience led by a facilitator.
- **Discussion:** The complexities of performing a life care plan for this type of individual will be pointed out. Strategies used in this particular case will be examined. Practical suggestions will be offered for these types of cases.
- **Time Requested:** 20 minutes

## Questions, Comments, Contact

For questions and/or comments regarding submission of abstracts of Lectures, Courses and Case Presentations, please contact Michael Martinez at [mmartinez@aaplc.org](mailto:mmartinez@aaplc.org).