



ABSTRACT SUBMISSION GUIDELINES

You are warmly invited to submit abstracts on topics related to the main theme of the EPUAP Annual Meeting 2020:

FROM INNOVATION AND GUIDELINES, TO HIGH QUALITY CARE AND BETTER PATIENT OUTCOMES: A JOURNEY TO TRAVEL TOGETHER!

Abstract submission deadline: **6 April 2020 23:59 CET** | Abstract review deadline: 15 May 2020

PRESENTATION TYPES

Free paper presentation / Poster presentation / Student free paper presentation

ABSTRACT CONTENT

Abstracts must be submitted [in English](#).

The **abstract template** available in the abstract submission system must be used.

The abstract word limit is max **400 words** per abstract excl. title, authors and affiliations.

The title should not exceed **200 characters** including spaces.

No identifying features such as names of authors, hospitals, medical schools, clinics or cities may be listed in the title or in the text of the abstract, as a “blind” review process will be used. You will be asked to enter the name(s) of author(s) and their institution(s), when submitting your abstract online in the abstract submission system. Please follow the instructions in the online submission system and **do not write the name or the title in capital letters**.

The abstract must include the following:

Introduction “Why did you start?”	Please describe the general and specific background of the study. Then clearly present the background to the problem/rationale for the study, and explain the aim and objectives of your research.
Methods “What did you do?”	Please state the design, the sample with inclusion criteria and sample size, the variables of interest and the data collection/measurements used for the research. If relevant, include the description of data analysis. The abstract can include max. 2 pictures, tables or figures.
Results “What answer did you get?”	Please present the main most important results and subordinate findings of the research.
Conclusion “What does it mean?”	Please present a conclusion, this should be linked to the overall aim of the work. Identify the novel aspects of your work and outline the implications of the findings for future research in the field. You should also outline the significance of the findings for practitioners.
References	Please state references (maximum 3 per abstract). EPUAP has the right to delete the extra references.

Important:

Use of brand names

For all references to products or companies, only generic names must be used. The brand name can be inserted as a reference at the bottom of the abstract page. Papers containing brand names/company names in the abstract text (i.e. not in a reference at the bottom of the page) may be rejected for this reason only. EPUAP reserves the right to replace any brand name with a generic name without further notice.

All abbreviations must be defined in the first use.

Statements such as “results will be discussed” or “data will be presented” will not be accepted.



GENERAL CONDITIONS

- All abstracts are evaluated by the EPUAP Scientific Committee. The Scientific Committee holds the right to offer the author another presentation type.
- **Maximum 4 abstracts** with the same presenting author can be submitted.
- All accepted abstracts will be published on the conference website and in the EPUAP 2020 electronic abstract book. By submitting your abstract you consent to give EPUAP the permission to publish it.
- Withdrawal of an abstracts can only be accepted if notified in writing and subsequently confirmed by the EPUAP Business Office. It is only possible to withdraw an abstract until 14 days after notification on acceptance.
- Please verify that your email address (submitter and presenting author) is correct as it will be used for contacting you after the review process. Notification of acceptance or rejection of the abstract will be sent to the submitter by 15 May 2020.
- All speakers are asked to sign a **conflict of interest**; the form is available on the conference website www.epuap2020.org.
- All oral presentation speakers must include a **Conflict of interest declaration** as the 1st or 2nd slide of their presentation. The COI should be provided to the EPUAP 2020 Conference Secretariat and will be displayed on the conference website. The template is available on the conference website www.epuap2020.org.
- It is the responsibility of all submitters that all studies are performed with respect to national legislation, international legislation and ethical guidelines both with regards to humans and animals. The Scientific Committee reserves the right to reject any submitted abstract that is believed to violate these principles.

PRESENTING AUTHOR AND REGISTRATION

Each presenting author must register as an active participant immediately after acceptance of an abstract. Failure to register shall not be regarded as an automatic withdrawal of the abstract.

EPUAP reserves the right to exclude any abstract from the scientific programme that is not followed by a participant registration by 30 June 2020 at the latest.

Contact

EPUAP Business Office

office@epuap.org

+420 251 019 378