Paralyzed Veterans of America

Healthcare Summit + Expo
Renaissance Orlando at SeaWorld
Orlando, FL
August 14 – 17, 2023

<u>Online Abstract Submission Guidelines</u>

Submissions Open: Friday, November 18, 2022
Abstract Submission Deadline: Monday, February 6, 2023
There will be no extensions, all abstracts must be submitted by the deadline.
Online submission only: www.summitpva.org

Our Purpose
The Healthcare Summit and Expo 2023 will focus on the novel concepts, treatments, strategies, and methods to promote excellence and achieve state of the art healthcare for veterans and others living with spinal cord injuries and dysfunctions, Multiple Sclerosis and Amyotrophic Lateral Sclerosis.

Our Mission
The mission of Healthcare Summit and Expo 2023 is to bring together professionals across the continuum of care who are treating individuals living with spinal cord injury (SCI) and dysfunction, multiple sclerosis (MS) and amyotrophic lateral sclerosis (ALS) to share new clinical information, research data and innovative initiatives to improve care and support clinicians in maintaining their specialty certification and/or license to practice.

Summit Objectives:
- To enhance interdisciplinary care across the lifespan of individuals with SCI and diseases;
- To assess advances in the delivery of healthcare and promote innovative models of care management;
- To improve practice skills of clinicians, surgeons, researchers, and administrators;
- To promote evidence-based medicine;

- To expand the body of knowledge about spinal cord injury and diseases and their medical complications and consequences;
- To identify cutting edge research priorities;
- To present data on new developments in assessment, treatment and health policy.

Target Audience

Healthcare Summit + Expo 2023 provides an interdisciplinary opportunity to network with healthcare professionals working across the continuum in spinal cord injury and disease care and treatment. Sessions are geared for healthcare providers including:

- Physicians and Physician Assistants
- Nurses and Nurse Practitioners
- Psychologists, Social Workers and Rehabilitation Counselors
- Physical, Occupational and Recreational Therapists
- Pharmacists
- Speech Language Pathologists, Dieticians
- Clinical Researchers and Scientists
- Healthcare Administrators

Submission Overview

Abstracts are intended to represent clinical practice, research or health policy content related to spinal cord injury, multiple sclerosis, ALS or other spinal cord disorders.

All submitted abstracts must meet CME/CEU accreditation standards to be approved for credit. Abstracts of presentations should be balanced and free of commercial bias. ***Commercial content, product endorsements, or service related advertisements are not permitted.*** **Presentations by speakers with vested or fiduciary interest in product will not be accepted.**

Topic Categories for your Submission

Topics should address clinical treatment, research, health policy or program development in the areas of:

- Spinal Cord Injury
- Multiple Sclerosis (MS)
- Amyotrophic Lateral Sclerosis (ALS)
- Cross cutting topics in independent living, recreation, employment, advocacy and assistive technology

Guidelines for Submitting Abstracts

1) Abstract title may not exceed 15 words.
2) Abstract content should not exceed 500 words.

3) The abstract must include four (4) measurable learning objectives using action verbs; The *learner will describe, explain, discuss……*
   a) One of the learning objectives must include behavioral/psychosocial objectives of the presentation. View Guidance for Writing Behavioral Learning Objectives
4) All contributing authors/presenters must complete:
   a) Signed disclosure form
   b) Up to date biosketch or brief CV*, **not to exceed three pages***
   c) Identify any commercial interests or sources of funding, if applicable.
   d) Brief (200-word max) speaker bio to be used for session introduction.
5) Only results of **completed** research should be submitted.
6) Abstracts should include a concise description of the presentation: including demographics, treatment/intervention, results/outcomes, and clinical significance. In the text, an abbreviated word or term must be spelled out at first use with its abbreviation or acronym in parentheses, i.e. Multiple Sclerosis, (MS). Also see Abstract Submission Requirements below.
7) Abstracts will not be returned for editing or proofing. Authors are responsible for ensuring that the text is accurate, concise, clear, and includes information about all sources of funding, if applicable.
8) Abstracts should be absent of any commercial content.

Healthcare Summit Abstract Submission Presentation Formats

Platform Presentation:

Keynote Address	to all attendees, invited only
Plenary Session	to all attendees, cross cutting topics of interest
Platform Presentation	to smaller groups of attendees, diagnosis or specialty specific
Preconference Institute	on Monday, August 14 only, in depth training or certification session on a specific topic.
Bench Research (Scientific Papers)	to smaller groups of attendees, rapid dissemination of cutting-edge bench science research results.

PLATFORM PRESENTATIONS

Presentations will be on clinical or research issues and will be 30 or 75 minutes in length, with an additional 15 minutes allotted for questions and discussion (total 45 or 90 minutes). An additional option this year will include a 15-minute scientific paper to describe the results of a bench research project. A 15-minute presentation may have a single speaker
   o A 45-minute presentation may have a single speaker, **maximum of two.**
   o A 90-minute presentation may have one, two or three speakers.

- A **preconference institute** may be 2 hours, 4 hours or 6 hours (time period must be included in abstract) and may have **up to three speakers**.
- **ADDITIONAL PRESENTERS MAY NOT BE ADDED AFTER ACCEPTANCE, EVEN IF REIMBURSEMENT IS NOT REQUESTED.**

Information on all contributing authors may be included in the abstract submission; however, only the presenters will be listed in the Healthcare Summit + Expo 2023 program.

The abstract should include a summary of information to be presented, including major themes, expanded version of learning objectives, outline of issues/subjects to be discussed, an overview of case studies, points to be illustrated, and principles to be discussed during the interactive session. 90-minute sessions and preconference institutes should include some interactive / audience involvement component.

Platform Presentation: Abstract Submission Requirements:

_____

Research-Based Abstracts	Clinical Practice/Program Abstracts
Background: Description of the problem.	**Background and Issues:** A short summary of the issue(s), problem, or specific clinical challenges of controversy, with relevant background and contextual information.
Purpose: Research questions or hypothesis.	**Purpose:** Clear statement of the goal of the project is described.
Methods: Study design, including description of participants, procedures, measures and appropriate statistical analyses.	**Methods:** Description of the project or program, clinical intervention(s), analysis plan or criteria used to guide the analysis.
Results: Specific results in summary form.	**Results:** Lessons Learned: A brief description of the findings or lessons learned as a result of the project.
Conclusions: Major findings are presented With interpretation and implications for management and clinical practice.	**Conclusions:** A brief description of recommended position or approach, or specific recommendations related to the original problem or questions identified.

_____

POSTER PRESENTATIONS

A poster is a visually formatted presentation of a topic using charts, graphs, illustrations, and photographs to supplement a written narrative. The topic may be clinically or research based, and describe new techniques, procedures, or technologies. It provides a visual forum for one-to-one discussion with the presenter.

Presenters will have the opportunity to discuss pertinent issues highlighted in the poster with attendees during the viewing sessions. Interactive viewing sessions, with presenter present, are scheduled during the Healthcare Summit + Expo 2023. Posters will be available for viewing throughout the meeting.

Poster Presentation: Abstract Submission Requirements:

_____

Research-Based Abstracts	**Clinical Practice/Program Abstracts**
Background: Description of the problem.	**Background and Issues:** A short summary of the issue(s), problem, or specific clinical challenges of controversy, with relevant background and contextual information.
Purpose: Research questions or hypothesis.	**Purpose:** Clear statement of the goal of the project is described.
Methods: Study design, including description of participants, procedures, measures and appropriate statistical analyses.	**Methods:** Description of the project or program, clinical intervention(s), analysis plan or criteria used to guide the analysis.
Results: Specific results in summary form.	**Results:** Lessons Learned: A brief description of the findings or lessons learned as a result of the project.
Conclusions: Major findings are presented With interpretation and implications for management and clinical practice.	**Conclusions:** A brief description of recommended position or approach, or specific recommendations related to the original problem or questions identified.

_____

All Presentations: Platform & Poster

Please keep in mind that reference to equipment, devices, or pharmaceutical products must use the correct manufacturer, trade, and/or generic names; appropriate acknowledgements for financial support must be declared. In all cases, patient anonymity must be protected in accordance with the HIPAA Privacy Law. Please do not duplicate your abstract submission for

two types of sessions (i.e. poster and platform). Only submit your abstract **one** time with the preferred session type selected.

Selection Criteria

The judging criteria for abstract acceptance/non-acceptance is as follows:

Scientific Merit/Innovation
The topic is pertinent to the development of knowledge related to SCI/D, MS, ALS clinical practice and is relevant to the purpose and mission of the PVA Summit Symposium.

Practicality:
The abstract enhances the foundation for clinical decision-making or stimulates thinking about practice applications when caring for the SCI/D, MS or ALS patient.

Organization:
Overall, the abstract is readable, accurately presented and conclusion is valid. The abstract is complete including all data collection. Spelling and grammar are correct.

Presentation:
The presentation demonstrates an insightful application or a creative and original solution to a clinical practice issue or problem caring for the patient with SCI/D, MS, or ALS.

Session Acceptance
All applicants will be notified of proposal acceptance by March 25, 2023. If you are unable to accept the session assignment, please contact PVA by April 7, 2023 at Summit@pva.org.

Should a presenter be unable to make a presentation after acceptance of the assignment, please immediately contact Cheryl Vines at cherylv@pva.org or 202-256-5526.

Final PowerPoint slides of your presentation must be submitted, using the online system, on or before June 30, 2023.

Reimbursement
PVA will provide the following reimbursement to help defray expenses for accepted session speaker(s):
1. Summit registration fee waiver

Note: one registration per poster or 15-minute session, up to two registrations per 45-minute session, up to three per 90-minute session or preconference institute.
2. Up to three (3) night hotel accommodation at the Omni Hotel Dallas.
 Note: one person for a poster or 15-minute session, up to two people per 45-minute session, up to three people per 90-minute session or preconference institute.
3. Up to $500 airfare/mileage reimbursement per 45-minute session. Up to $750 airfare/mileage reimbursement per 90-minute session or preconference institute.
Note: Travel reimbursements are by session, not speaker, if there is more than one speaker, the amount must be shared. It is up to the submitter to determine how these funds will be divided.
4. Up to $250 airfare/mileage reimbursement for a Poster or 15-minute session.

ONLY SPEAKERS LISTED ON THE ABSTRACT WILL RECEIVE REIMBURSEMENT, **SPEAKERS ADDED AFTER ABSTRACT SUBMISSION WILL NOT RECEIVE REIMBURSEMENT.**

Questions/Contact information
If you have program-related questions, please contact us at Summit@pva.org.

For technical assistance, please contact: AffinityCE technical support at am_support+pva@affinityced.com.