



Poster Abstract Policy and Submission Guidelines

Policies

- By submitting an abstract for consideration, the presenting author agrees to register for the conference, pay the registration fee and make the presentation as scheduled. In addition, the presenting author agrees to assume all expenses related to attending the conference, including travel, accommodation and ancillary expenses.
- Posters will be grouped by research topic/theme where possible.
- Poster abstracts accepted for the moderated poster session must be presented by a listed author. No substitutions will be permitted.
- Due to time constraints in the program, unless otherwise indicated by the Abstract Sub-Committee or the Scientific Committee, only one author will be permitted to present the accepted abstract, but other authors may be in attendance.
- In addition to the moderated poster session, there may be an unmoderated but facilitated poster display. The moderated poster session consists of thematically-aligned poster groupings where authors briefly present their posters followed by discussion led by an expert moderator. Authors of posters accepted for the unmoderated poster display will be asked to be available for interaction with conference delegates and facilitators at dedicated times.
- Investigators are discouraged from presenting identical work that has previously been presented at other national or international meetings.
- If the research has been published previously, a substantially different abstract must be submitted for this conference.
- Multiple abstracts submitted from a research group must be distinct in their research questions and present distinct results.
- International submissions will be considered, but due to space restrictions, preference will be given to Canadian submissions.
- The language of presentation for the scientific program is English. Simultaneous interpretation will not be provided for the moderated poster session.
- Posters will be presented orally without technical or audio-visual support.
- All correspondence will be forwarded to the identified presenting author.
- The CRC does not provide letters of invitation for presenters to obtain visas to attend the conference.
- **Late submissions will not be considered.**

Deadline for Submissions - 2300 EST, Monday, October 21, 2019

Submission Guidelines

- Abstracts must be submitted electronically through the abstract submission web site.
- Submit a maximum of 350 words using the online submission form, responding to all required questions.
- Research Posters should include: rationale, methods, results, conclusions and information on financial support.
- Case Reports should encompass key elements including: 1) introduction/objective, 2) description, 3) discussion, and 4) conclusion.
- A blinded review and selection process will be used to identify abstracts for acceptance for poster presentation. No identifying features such as names of authors and their affiliations, names of hospitals, medical schools, clinics or cities may be listed in the title or text of the abstract.
- Submit full names of all authors. Use the radio button to identify the presenter. Note: The presenting author must be a registered conference delegate to present their abstract.
- Submit hospital, university and organizational affiliations of all authors.
- Indicate the category and topic that best describe the poster content.
- Use generic names only for pharmaceutical products and include any potential conflict of interest.
- Abstracts will be published exactly as they are received. Ensure that abstracts are free of spelling or typographical errors and formatted appropriately as no copy editing will be performed.
- The language of presentation for the moderated poster session is English.
- Please indicate whether you would like your submission to be evaluated for the Breathing Inspiration Award.
- If applicable, identify yourself as a CRHP member and indicate whether you would like your poster to be evaluated for the CRHP Research Poster Award.
- Late submissions will not be considered.

Evaluation Criteria

Poster Abstracts

Evaluation criteria considered in the review of abstracts include:

- Relevance to the conference educational and scientific objectives.
- Clarity, originality and quality of content.
- Clear objectives, methodology, data analysis and conclusions.
- Appeal to an interdisciplinary audience.

Case Reports

Evaluation criteria considered in the review of case reports include:

- Significant and novel learning outcomes.
- Discussions affecting differential diagnosis, decision making, management, clinical guidelines and pathology.
- Unusual findings, environments, or outcomes.
- Unexpected findings or association between diseases or symptoms.
- Clearly defined objectives, description, discussion and conclusion.