



Submission of Abstracts Guidelines 2019

The ASPIH 2019 Conference '**Celebrating past, present and future**' is seeking abstract submissions from those involved in simulation in healthcare.

Abstracts may cover any topic in simulation based education, and authors are asked to place their abstracts into one of the four themes listed that are aligned to the ASPIH Standards (November 2016):

1. Faculty Development
2. Technical Personnel
3. Activity: Programmes, Assessment & In Situ Simulation
4. Resources: Technology & Management & Leadership

Abstracts must be submitted into one of the four formats listed below using the electronic abstract form on the ASPIH 2019 Conference website <http://www.aspihconference.co.uk/>. Failure to submit abstracts in the correct online format may result in abstracts not being included for blind peer review.

The committee may assign accepted submissions to an alternative theme or session formats – decisions will be based on merit, and take into account the format preferences indicated by the author(s) at the time of submission.

Deadlines: All abstracts must be submitted by no later than 16th May 2019 (23:59 hrs GMT)

We are seeking submission of papers for the following session formats

- **Oral Paper presentations.** Oral papers are 15 minute sessions with five minutes for questions for authors to present their research in simulation.
- **Short Communications** Short Communications are ten minute sessions with 5 minutes for questions for authors to present descriptive studies or quality improvement projects or programmes. We welcome presentations of planned work, or work in progress for expert opinion and discussion.
- **Workshops.** Workshop sessions are sixty minutes in length and should include activities to ensure audience participation for a positive learning experience. Intended Learning Outcomes should be included.
- **Poster Presentations.** Posters included in the conference will be timetabled for a five minute oral presentation, during a moderated poster session, on the aims, methods and results of the project. Posters will be on display throughout the duration of the conference on poster boards. **(please note that this year ASPIH will have paper poster NOT electronic)**



General Guidelines

Please note that abstracts need to be submitted in their final format. Please ensure that all the information provided with the abstract (including author names and affiliations) is complete and accurate.

Once your abstract is submitted, no further changes can be made and will be the version sent on for publication to the BMJ if accepted.

Each format has a specific word limit which excludes the abstract title & references.

All abstracts must be:

- Submitted in English
- Assigned to the content themes as below:
 - Faculty Development
 - Technical Personnel
 - Activity: Programmes, Assessment & In Situ Simulation
 - Resources: Technology & Management & Leadership
- Free from commercial trade or organisation names in the title - trade or organisation names cannot be included in the title but may be used in body text.
- Free from grammatical, spelling or scientific error on first submission. The abstract will not be proof read and will be reproduced as originally submitted by the author in the *BMJ Simulation and Technology Enhanced Learning* supplement and conference materials. Therefore please take care to check your abstract before submission.
- 1 table can be included and must be numbered clearly (for example: Abstract 123 Table 2). This will also be included in the word count. If a figure is to be included it must be provided as a separate file, as a mono image (not colour), with a minimum resolution of 300 dpi. The figure file should be clearly labelled so it is clear which abstract it belongs to, and the figure should be cited in the main text.

Authors must:

- Declare any conflicts of interest at the submission process
- Note that by submitting to this conference you are giving your consent at time for accepted abstracts to be published in *BMJ Simulation and Technology Enhanced Learning*.
- Please note that abstracts presented previously at regional, national or international meetings (or submitted / scheduled for presentation before ASPIH) may be submitted but this must be declared at the time of submission. Only abstracts accepted for presentation and not published elsewhere will be eligible for inclusion in the journal.

The presenting author (as identified within the submission) will be notified by email week commencing 1st July 2019.



The author will be required to register for the conference by 9th September 2019 to obtain the Early Bird/ Presenter rate. If the registration is not confirmed by that date the abstract will be excluded from the conference and will not be published in the BMJ supplement.

All presentations will be reviewed at the conference against ASPIH criteria for one of four awards, Best Oral presentation, Best Short Communications, Best Workshop and Best Poster.

Formatting Guidelines overview

Oral Research papers	Short Communications	Workshop	Posters with presentation
Word limit 400	Word limit 400	Word limit 400	Word limit 400
Theme No. 1 /2/ 3/ or 4	Theme No. 1 /2/ 3/ or 4	Theme No. 1 /2/ 3/ or 4	Theme No. 1 /2/ 3/ or 4
Classification Description/ Justification/Claification	NA	Who should attend? Level- Introductory / Intermediate / Advanced	Classification Quality Improvement/ Educational innovation / Description / Justification / Clarification
Introduction	Background	Background	Introduction
Methods	Summary of education programme or project description	Learning outcomes Structure of workshop (session description) Educational Methods to be used	Methods / project description
Results / outcomes	Summary of results	Maximum number of participants	Summary of Results / outcomes
Discussion, conclusions and recommendations	Discussion, conclusions and recommendations	Room requirements: layout & AV preferences	Discussion, conclusions and recommendations
References x 4	References x2	References x2	References x 2



Oral Research Papers

Research in Simulation papers are presentations of a single original research study that is theoretically relevant and methodologically sound.

Themed sessions will be organised with 3- 4 presentations per session. Each presentation is 15 minutes, followed by 5 minutes for discussion chaired by a member of the ASPIH conference committee.

We invite authors to select from the classification below to help describe their paper:

Oral Paper Classification of study

Description

Describes what was done or presents a new conceptual model. Asks: 'What was done?' There is no comparison group. May be a description without assessment of outcomes, or a 'single-shot case study' (single-group, post-test only experiment).

Justification

Makes comparison with another intervention with intent of showing that 1 intervention is better than (or as good as) another. Asks: 'Did it work?' (Did the intervention achieve the intended outcome?). Any experimental study design with a control (including a single-group study with pre- and post-intervention assessment) can do this. Generally lacks a conceptual framework or model that can be confirmed or refuted based on results of the study.

Clarification

Clarifies the processes that underlie observed effects. Asks: 'Why or how did it work?' Often a controlled experiment, but could also use a case-control, cohort or cross-sectional research design. Much qualitative research also falls into this category. Its hallmark is the presence of a conceptual framework that can be confirmed or refuted by the results of the study.

Abstract Submission:

Abstract Title:

Abstract Authors (up to 6 authors may be listed)

Author names: First name(s) and last name(s). Full names are preferred because if only initials are used this can cause confusion if authors have common last names.



Affiliation, including country, of each author. Author affiliations should be indicated by superscript numbers, e.g. *F Moran¹, J Bradley². 1University of Ulster, N. Ireland; 2Belfast City Hospital, N. Ireland.*

Abstract Presenters: A maximum of 2 presenters is permitted and the lead presenter should be the person submitting the abstract)

Abstract Structure: Introduction; Methods; Results; Discussion & Conclusion.

Classification: Please select one classification from: Description / Clarification / Justification

Key theme: Please select one classification from the ASPIH Standards:

- 1- Faculty Development
- 2- Technical Personnel
- 3- Activity: Programmes, Assessment & In Situ Simulation
- 4- Resources: Technology & Management & Leadership

Word Count - 400 words (includes structure headings)

References: (max of 4)

Save and Submit options:

You will have the option to go back to complete an abstract at a later date

Please ensure you 'Save and Submit' to submit your completed abstract for consideration

Once submitted abstracts cannot be edited

You can view your submissions in your profile.

Deadline for submissions: The deadline for submissions 16th May 2019 (23:59 hrs GMT), we regret after this date we are unable to accept any further submissions. Decisions will be announced week commencing 1st July 2019.

Short Communications

Short communications are simultaneous, themed sessions included throughout the programme, with four or five presentations per session. Each presenter is allocated 10 minutes for presentation followed by 5 minutes for questions. A Chairperson will coordinate the session.



Abstract Submission:

Abstract Title

Abstract Authors: (up to 6 authors may be listed)

Author names: First name(s) and Last name(s). Full names are preferred because if only initials are used this can cause confusion if authors have common last names.

Affiliation: including country, of each author. Author affiliations should be indicated by superscript numbers, e.g. *F Moran¹, J Bradley². 1University of Ulster, N. Ireland; 2Belfast City Hospital, N. Ireland.*

Abstract Presenters: A maximum of 2 presenters is permitted and the lead presenter should be the person submitting the abstract.

Abstract Structure: Background; Summary of education programme or project; Summary of results; Discussion, conclusions and recommendations.

Key theme: Please select one classification from the ASPIH Standards:

- 1- Faculty Development
- 2- Technical Personnel
- 3- Activity: Programmes, Assessment & In Situ Simulation
- 4- Resources: Technology & Management & Leadership

Word Count: 400 (Structure headings are included in the word count)

References: (max of 2)

Save and Submit options:

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Conference Workshops

Conference workshops are 1 hour in duration, and should be highly interactive and participative. An indication of the level and whether previous knowledge/experience of the topic is advised to be included in the abstract.

There is no additional charge to delegates for attending conference workshops.

Abstract Submission:

Abstract Title:

Abstract Authors: (up to 6 authors may be listed)

Author names: First name(s) and last name(s). Full names are preferred because if only initials are used this can cause confusion if authors have common last names.

Affiliation: including country, of each author. Author affiliations should be indicated by superscript numbers, e.g. *F Moran¹, J Bradley². 1University of Ulster, N. Ireland; 2Belfast City Hospital, N. Ireland.*

Abstract Presenters: A maximum of 2 presenters is permitted and the lead presenter should be the person submitting the abstract.

Abstract Structure: Who should attend; Level (please select from **Introductory / Intermediate / Advanced**) Background, Intended Learning Outcomes, Structure of workshop Educational Methods to be used.

Word Count: 400 words (includes structure headings)

Maximum No. participants: Please specify a maximum No of participants suitable for this workshop.

Room requirements: Please specify if you have any specific room requirements (not inc in word limit).

Key theme: Please select one classification from the ASPIH Standards:

- 1- Faculty Development
- 2- Technical Personnel
- 3- Activity: Programmes, Assessment & In Situ Simulation
- 4- Resources: Technology & Management & Leadership

References: (max of 2)

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Presentation with Poster

Posters are an important part of the ASPIH conference – there will be a moderated poster sessions held within the concurrent session on the conference programme and will be themed and chaired sessions with 12-16 posters presented per session. Each poster is given 5 minutes including questions.

We invite authors to select from the classification below to help describe their paper:

Poster Presentation Classification of study

Description

Describes what was done or presents a new conceptual model. Asks: 'What was done?' There is no comparison group. May be a description without assessment of outcomes, or a 'single-shot case study' (single-group, post-test only experiment).

Justification

Makes comparison with another intervention with intent of showing that 1 intervention is better than (or as good as) another. Asks: 'Did it work?' (Did the intervention achieve the intended outcome?). Any experimental study design with a control (including a single-group study with pre- and post-intervention assessment) can do this. Generally lacks a conceptual framework or model that can be confirmed or refuted based on results of the study.

Clarification

Clarifies the processes that underlie observed effects. Asks: 'Why or how did it work?' Often a controlled experiment, but could also use a case-control, cohort or cross-sectional research design. Much qualitative research also falls into this category. Its hallmark is the presence of a conceptual framework that can be confirmed or refuted by the results of the study.

Quality Improvement



Describes a Quality Improvement (QI) project with intent of sharing how a simulation intervention(s) has been used to identify and / or address patient pathways, systems, or performance and knowledge gaps in teams/ depts./ individuals. Explains how a QI model was used to provide a design framework to identify, plan interventions and evaluate training objectives. Include details of the intervention and how this improved the care and safety of patients.

Educational Innovation

Describes an educational innovation with the intent of sharing how and why this simulation intervention(s) was developed and how it has been implemented to support and develop students, staff, patients and carers. Provide details of how the intervention involved stakeholders and users in its design and evaluation, how it was piloted and evaluated with some comparison to the intended learning outcomes

Abstract Submission:

Abstract Title:

Abstract Authors (up to 6 authors may be listed)

Author names: First name(s) and last name(s). Full names are preferred because if only initials are used this can cause confusion if authors have common last names.

Affiliation: including country, of each author. Author affiliations should be indicated by superscript numbers, e.g. *F Moran¹, J Bradley². 1University of Ulster, N. Ireland; 2Belfast City Hospital, N. Ireland*.

Abstract Presenters: A maximum of 2 presenters is permitted and should be the person submitting the abstract.

Abstract Structure: Background; Summary of work; Summary of results; Discussion and Conclusions; recommendations.

Classification: Please select: Quality Improvement,/ Educational innovation / Description / Clarification / Justification **Word Count:** 400 words (includes structure headings)

References: (max of 2)

Key theme: Please select one classification from the ASPIH Standards:

- 1- Faculty Development



- 2- Technical Personnel
- 3- Activity: Programmes, Assessment & In Situ Simulation
- 4- Resources: Technology & Management & Leadership

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If you are experiencing problems submitting your abstract please do not hesitate to contact the ASPIH conference administration team by email or by calling 01543 442144.