



## Submission of Abstracts Guidelines 2020

The ASPiH 2020 Virtual Conference '**Simulated Practice in Healthcare – the Next Decade**' 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; Professional development, Innovations
3. Activity: Programmes, Patient Perspective, Quality Assurance, Research/ Evaluation, Assessment or In Situ Simulation
4. Resources: Facilities, Technology procurement, Simulated Patients, Management & Leadership

Abstracts must be submitted into for one of the two formats listed below using the electronic abstract form on the ASPiH 2020 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 scientific 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 no more than 400 words and submitted by no later than 31st August 2020 (midnight)

We are seeking submission of papers for the following session formats

- **Oral Paper presentations.** Oral papers are 10 minute pre-recorded sessions with 5 minutes for questions via live online questions and chat for authors to present their research or descriptive and quality improvement projects or programmes
- **Poster Presentations.** ePosters will be submitted into the virtual poster room where questions can be put to authors via our on line chat option. Those selected by the scientific committee will have a 5 minute pre-recorded session included in the conference timetable, where presenters can give a key overview on the aims, methods and results of their project.

**Special note to poster submissions: As in previous years and in keeping with our belief that 'patients matter', special recognition awards will be given to posters that demonstrate patient/relative engagement and/or inclusion within the simulation based education described.**

## 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; Professional development, Innovations
  - Activity: Programmes, Patient Perspective, Quality Assurance, Research/ Evaluation, Assessment or In Situ Simulation
  - Resources: Facilities, Technology procurement, Simulated Patients, 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 28<sup>th</sup> September 2020.

**The author will be required to register for the conference by 21<sup>st</sup> September 2020. 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 two awards, Best Oral presentation and Best Poster.

## Formatting Guidelines overview

<b>Oral / Descriptive papers</b>	<b>Posters with presentation</b>
<b>Word limit 400</b>	<b>Word limit 400</b>
<b>Theme No.</b> <b>1 /2/ 3/ or 4</b>	<b>Theme No.</b> <b>1 /2/ 3/ or 4</b>
<b>Classification</b>  Description/ Justification/Clarification	<b>Classification</b>  Quality Improvement/ Educational innovation / Description / Justification / Clarification
Introduction/ Background	Introduction
Methods / Summary of education programme or project description	Methods / project description
Results / outcomes	Summary of Results / outcomes
Discussion, conclusions and recommendations	Discussion, conclusions and recommendations
References x 4	References x 2

### Oral Research / Descriptive Papers

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

Descriptive papers may be a quality improvement project, an evaluation of a new education programme or innovation.

Themed sessions will be organised with four presentations per session. Each paper is a pre-recorded 10 minute session, followed by 5 minutes online question and answer, chaired by a member of the ASPiH conference committee.

## 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 Moran<sup>1</sup>, J Bradley<sup>2</sup>. <sup>1</sup>University of Ulster, N. Ireland; <sup>2</sup>Belfast 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; Professional development, Innovations
3. Activity: Programmes, Patient Perspective, Quality Assurance, Research/Evaluation, Assessment or In Situ Simulation
4. Resources: Facilities, Technology procurement, Simulated Patients, 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 17<sup>th</sup> August 2020 (10.00hrs GMT), we regret after this date we are unable to accept any further submissions. Decisions will be announced week commencing 14<sup>th</sup> September 2020.

**Poster presentations**

Posters are an important part of the ASPIH conference. ePosters will be submitted into the virtual poster room where questions can be put to authors via our on line chat option. Those selected by the scientific committee will be asked to prepare and record a 5 minute session that will be included in the conference timetable. All authors will receive questions via the online chat room.

**Special note to poster submissions: As in previous years and in keeping with our belief that 'patients matter', special recognition awards will be given to posters that demonstrate patient/relative engagement and/or inclusion within the simulation based education described.**

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 Moran<sup>1</sup>, J Bradley<sup>2</sup>. 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; Professional development, Innovations
3. Activity: Programmes, Patient Perspective, Quality Assurance, Research/ Evaluation, Assessment or In Situ Simulation
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**Deadline for submissions:** The deadline for submissions 31<sup>st</sup> August 2020 (midnight), we regret after this date we are unable to accept any further submissions. Decisions will be announced week commencing 28<sup>th</sup> September 2020.

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.

**If accepted, you will be required to submit your poster electronically – details will be provided within the acceptance notification.**