



Poster Abstract Submission and Poster Display Guidelines

AVA Scientific Posters are a method for authors to present research and/or to display original work. All posters should convey relevance to AVA's mission, vision and values. The mission of AVA is to lead healthcare by protecting patients and providers to improve lives. Our vision is a world with safe vascular access.

Timeline Summary - Abstract Submission and Poster Display at the AVA 2020 Annual Scientific Meeting:

Please read below for full details

- The deadline to submit an abstract for digital poster display consideration is **Tuesday, May 5th**.
- All poster abstract submissions will be notified of acceptance or rejection for digital poster display, and eligibility for Scientific Poster Presentation, by **Tuesday, June 2nd**.
- Accepted poster authors will receive access to the e-Poster Gallery, where they will create their digital poster, by **Thursday, June 11th**.
- The top 20 scoring poster abstracts that wish **to be considered for a Scientific Poster Presentation** must pay the \$50 submission fee and complete their digital poster by no later than **Wednesday, July 22nd**.
- Posters selected for Scientific Poster Presentation will be notified by **Monday, August 17th**.
- Accepted poster authors that wish **to display a digital poster without presentation consideration** must pay the \$50 submission fee and complete their digital poster by no later than **Friday, September 4th**.

Abstract Submission Process

Each poster that you would like to display must have a corresponding abstract submitted, by no later than **Tuesday, May 5th**, through the online Call for Posters:

<https://www.abstractscorecard.com/cfp/submit/login.asp?EventKey=VSFRCMQT>

Prior to beginning the submission process, you will be prompted to create a Login ID and Password. Please keep the Login ID and Password until the close of the submission process: you may want to log in to make changes before the closing date.

For each submission, you will be required to:

1. Provide a title for your abstract.
2. Indicate whether your poster abstract is or is not associated with research.

3. Provide a full contact information on a primary author (typically the submitter).
4. Provide a list of co-authors (required details for each co-author includes name, degrees, email, organization, city, state, and country).
5. Agree to the guidelines set forth in this document.
6. Select a track from the list provided below under Abstract Criteria.
7. Provide abstract details for each of the headers listed below under Abstract Criteria.
8. Provide financial disclosures for the primary author, if applicable.

Abstract Criteria

Abstract Content

Content should reflect the diversity of the Vascular Access specialty. Submissions are accepted from professionals working in clinical and non-clinical settings, research and development, management, business, the sciences, and technology. In 500 words or less, provide an accurate, succinct, and informative abstract that represents your submission and/or poster. All abstracts must be submitted typed, in English, and must be well organized. Content should be written in complete sentences without abbreviations. References are not included in the abstract. The judging process is blinded and peer-reviewed: Do not include author(s) name, facility name, or identifying factors in abstract. It may cause disqualification.

Research abstracts are required to include the following headings:

1. Purpose/Design (50 words maximum)
2. Methods (150 words maximum)
3. Results (150 words maximum)
4. Limitations (50 words maximum)
5. Conclusions (100 words maximum)

Abstracts not associated with research are required to include the following key points:

1. Purpose - What was the goal of the study? (50 words maximum)
2. Background - What was the problem? Why was it important? (175 words maximum)
3. Results - What were the findings? (175 words maximum)
4. Conclusions - What do the final outcomes mean? (100 words maximum)

Abstract submissions will be judged based on the level of clinical evidence presented as follows:

Strength	Level	Design
High	1	Randomized prospective blinded clinical trial
		Meta-analysis of clinical trials
	2	Prospective clinical trial

Low	3	Retrospective clinical trial
	4	Series of Case Studies
	5	Case report or individual case study
		Expert Opinion
		Personal Observation

Tracks

Abstracts must be applicable to at least one of the tracks listed below. The track must be identified at the time of poster abstract submission and be relevant to the art and science of vascular access.

- Pediatric/Neonatal Vascular Access
- Continuum of Care Throughout Vascular Access
- Systems, Process and Communication
- Care & Maintenance of Vascular Access Devices
- Leadership, Education and Development in Vascular Access
- New Technology and Applications in Vascular Access
- Education Pertaining to Vascular Access

Additional Criteria

- All research based and evidence-based practice must have documented and completed outcomes prior to submitting.
- Research posters involving human subjects must address protection of human subjects in keeping with International Standards governing human research (IRB approval if applicable).
- All abstracts should:
 - Have adequate relevance to the field of vascular access.
 - Be appropriate to the current (or future) trends within the field of vascular access.
 - Describe how it could be incorporated into the field of vascular access if not already present.
 - Present a question that may be expanded to a general, breakout, or professional development session at future AVA scientific meetings.

Abstract Selection Process

All abstracts submitted are subjected to an objective, blinded peer review and are evaluated on quality of the project/research, content, and relevance to the field of vascular access. All entries will be notified of selection or rejection by **June 2nd** via email.

Furthermore, the top 20 scoring poster abstracts will be identified as finalists for the Scientific Poster Presentations. These poster authors will also receive notification of scoring status by June 2nd to ensure the author has adequate time to complete a digital poster by July 22nd.

Please note:

- AVA reserves the right to reject submissions that do not meet these objectives and criteria, are deemed inappropriate for the meeting, or do not meet the quality standards of the meeting.
- AVA reserves the right to waiver publication on a case by case basis.
- AVA does not perform independent research of submissions and relies on the author to demonstrate veracity in their posters and presentations.

Digital Poster Criteria

If your abstract is selected for digital poster display, you will receive notification by June 2nd, and given access to the online e-Poster Gallery by June 11th, where you will create your digital poster.

Submission Fee

If selected to exhibit an AVA Scientific Poster, please note that there is a **\$50 submission fee** for each **accepted** poster. This fee must be paid for each poster that you wish to display at AVA 2020. Payment should be submitted through an online payment form, which will be distributed along with access to the e-Poster Gallery.

Helpful Hints for Digital Poster Design

- Select colors wisely, remembering that not all attendees may be able to distinguish between red, green and grey.
- Use pictures, diagrams, figures, etc. rather than text when appropriate, to best describe your work.
- Excessive use of text should be avoided.
- The average poster has from 2-5 figures/diagrams.
- Please ensure the content is clear to the reader when you are not present at the display.
- Your poster should be arranged and organized professionally, with the method and results clearly displayed.
- Your poster should be visually interesting and creatively designed.

Scientific Poster Presentations

The AVA Scientific Poster Committee, composed of clinical and industry reviewers, will blindly judge the digital posters created by the top 20 scoring abstracts to determine the **11 posters** that will be given a poster presentation time slot, based on criteria (as listed above).

There will be 3 one-hour sessions for poster presentations:

- There will be one session per day on September 12, 13 & 14.

- In the first of the hour-long sessions, 3 posters will be presented. Each poster is presented by one author for 17 minutes, with 3 minutes of questions and answers.
- In each of the successive 2 sessions, 4 posters will be presented. Each poster is presented by one author for 12 minutes, with 3 minutes of questions and answers.

Each presentation should include a high-level overview of poster findings and an open discussion between the poster author and the audience.

The 11 poster presenters will receive the following discount on registration fees: One (1) Day Complimentary plus 50% off one (1) additional day OR full meeting at the current member rate.

Awards

During the meeting, attendees will participate in voting for the “People’s Choice Award”. First, Second, and Third Place posters will receive a certificate and a cash award. The award winners will be announced at the end of the Scientific Meeting, on the AVA website and in Intravascular Quarterly.

Electronic Disclosure

Providing AVA with an electronic abstract, presentation and/or handouts constitutes agreement that AVA and its designated agent are expressly authorized and granted the right to reproduce the presenter’s electronic presentation or handout file(s) and include the file(s) on the AVA 2020 e-Poster Gallery, which will be provided to meeting participants as part of their registration package.

Contact

Please contact the meeting organizers with any questions related to the abstract submission process at AVAspeakers@conferencemanagers.com.