

AANP Conference Abstract Submission, Review, and Acceptance Frequently Asked Questions

1. How many abstracts may an individual NP submit for review?

There is no limit on the number of abstracts that can be submitted for review by any one NP.

2. How many abstracts submitted by an NP as 1st author/primary presenter will be accepted for podium presentation?

The research committee will select no more than one abstract for podium presentation by any primary presenter/1st author. An NP may be listed as a contributor on more than one accepted abstract.

3. Is the number of poster presentations by an individual limited?

Yes. An individual can be the 1st author/primary presenter at only one poster.

4. May an NP be the 1st author/primary presenter of both a podium and poster presentation?

Yes. An NP may present during both the podium and poster sessions. However, the content must be deemed adequately different to justify two separate presentations.

5. How many authors/contributors may be listed on an abstract submitted for review?

The number of contributors for any particular abstract is not limited. It is expected that all listed contributors should meet the criteria for authorship/contribution. While only the actual presenter(s) will be listed in the conference brochure, the abstracts posted in syllabus (hard or electronic copy) will include the names of all contributors.

6. When there is more than one author/contributor, is there a requirement that the first author make the presentation?

Yes. Although other contributors may be involved in the presentation as time permits, the NP identified as first author/primary presenter on the original abstract is expected to provide a significant portion of the content during a podium presentation and to be available to answer questions during the attended poster session(s). The abstract selection is based, in part, on the primary presenter's credentials related to the topic.

7. When there is more than one author/contributor, who receives the discounted conference registration?

For the contribution to the conference, one discounted conference registration fee is awarded for each poster or podium presentation selected (for 2009, one 50% discounted registration). If there is more than one presenter, it is up to the presenters to determine which one will receive the discounted registration or otherwise how the 50% discount will be shared. After abstracts have been accepted, the first author will receive a form through which to specify which presenter will receive the discount (or which presenters will share the discount).

8. If an individual has been invited by the conference committee to speak on a specific topic, is he/she eligible to submit an abstract on another topic?

Yes. Invited speakers are eligible to submit abstracts for consideration as podium/poster sessions.

9. Once an abstract has been accepted, is it possible to add or otherwise change the list of contributors?

No. Because the review process includes consideration of the contributors' qualifications, no additions or substitutions are permitted once the abstract has been reviewed and accepted.

10. What, if any, substitution is permissible if some unexpected event makes it impossible for the identified 1st author/primary presenter of an accepted presentation to attend the conference?

On an individualized basis, the research committee will consider whether it is appropriate for one of the contributors to substitute for the identified 1st author/primary presenter in presenting the content described in the abstract. Regardless, any person substituting for the person who was originally identified as the primary presenter must have been listed as a contributor on the original abstract and must be an NP. No substitution or change of proposed content can be made once the abstract has been selected.

11. What is meant by the terms "first author" and "primary presenter"?

These terms are being used interchangeably, for the purpose of the abstract submissions. The primary presenter, or first author, of an abstract should be a person who has had significant input in the development of the abstract, plans to attend the conference and participate in the presentation, and will be able to respond to questions posed by the attendees. This person will also be the main contact and receive conference-related correspondence from the conference staff regarding the status of the abstract.

12. What are the qualifications for the 1st author/primary presenter and other contributors of a submitted abstract?

For the general podium/poster sessions, the 1st author must be an NP. Other contributors may include non-NPs, as appropriate to the content. On occasion, the research committee receives and reviews abstracts submitted by non-NPs. If an abstract submitted by a non-NP is deemed highly relevant to NP practice, it may be selected as a poster presentation. Non-NP posters are considered a separate category and not included in the "judging" process. (See item 17)

13. If an accepted podium presentation is withdrawn or cancelled, how, if at all, will that space be filled?

The Director of Research and Education will maintain the list of the abstract rankings determined by the members of the Committee on Research. If a presentation is withdrawn or cancelled, she will identify the next highest-ranking abstract so that the author can be contacted/invited, if time allows. No reassignments or substitutions will be made outside of this process.

14. Are members of the Abstract Review Panel, Conference Committee, or other AANP-affiliated groups eligible to submit abstracts?

Members of the various AANP committees may submit abstracts for review. All reviewers are required to identify any potential conflict of interest and abstain from rating abstracts or judging presentations, as appropriate. A blinded review process is followed and no individual will review his/her own abstract.

15. What is the process for submitting abstracts after the published deadline has passed?

No abstracts will be accepted after the published deadline. The online submission process will close at that time so that no further abstracts may be posted.

16. How is the number of accepted abstracts determined?

The acceptance rate is determined by the quality of abstracts received and space available. For instance, the number of abstracts accepted for podium presentation is limited to the number of rooms available during the scheduled concurrent sessions. Similarly, the number of posters is limited to the anticipated poster exhibit space. There is no other formula (i.e. a given percentage) used, other than the reviewers' ratings/recommendations.

17. How are the podium and poster abstracts awards determined?

Following the selections process, a separate panel of abstract reviewers is convened to judge the abstracts that received the highest scores in the initial reviews. The abstracts are rated on a numerical scale, based on how well the judges believe the submitter(s) addressed the required components of the abstract, as well as the abstract's general organization and style. This process will identify recipients for the annual conference abstract awards.

18. How is a determination made regarding whether or not a project is "industry sponsored"?

Unless clearly submitted as an "industry sponsored" abstract, a determination is made on an individual basis, often after consulting the submitting author. If a project director received some unrestricted support for a project, but maintained full control over the design, implementation, and analysis of a project, it is probably not "industry sponsored". If it is determined that the support may have introduced some bias into the project described, it will be categorized as "industry-sponsored".

19. How do the above responses relate to the industry sponsored abstracts?

The person submitting an abstract for the industry-sponsored poster session need not be an NP. Each "1st author" is limited to only one poster, although he/she can be listed as the contributor for other posters. The industry-sponsored abstracts are reviewed separately and all industry-sponsored abstracts must be received by the published deadline for that review.