



2020 **Virtual** Poster Competition Guidelines

SUBMISSION DEADLINE: Friday, November 6, 2020. No late entries.
Visit: <https://forms.acponline.org/webform/arizona-chapter-abstract-form>
to submit your written abstract and media link.
10-point font, 450 word maximum

Only **one** abstract poster per “first author” will be accepted with no exceptions.
Duplicate cases may not appear on separate posters.

Categories for ACP AZ Poster Competition Include:

- **Case Report**
 - Either a single case report or a series of cases that illustrates a new disease entity or a prominent/unusual clinical feature of an established disease.
 - These presentations will include a summary of pertinent history, physical exam findings, laboratory data, differential diagnosis, clinical management, and review of the literature.
- **Research**
 - Hypothesis-based presentations will include: background, hypothesis, specific aims, methods, results, discussion and conclusion.
- **Quality and Patient Safety**
 - Quality and Patient Safety submissions may involve quality improvement projects or patient safety initiatives.
 - These presentations, including hospital/organization, population served, outline of problem to be addressed, outline of quality or patient safety approach/tool, results, critical analysis of approach, and conclusion.

Presenter must be:

- *A medical student* in good standing at an Arizona medical school OR
- *PGY-1 To PGY-3 resident* in good standing at an Arizona Internal Medicine residency program AND
- *An ACP member* (you will need your ACP# to submit your abstract) or have made official application for membership before the meeting. Medical students join for free <https://www.acponline.org/membership>

Prior to submission, all abstracts **MUST** be approved by the Program Director or Mentor to improve the educational experience. The Abstract Submission Form will request confirmation of approval and identification of the reviewing Program Director or Mentor. *Abstracts submitted without prior approval will be declined.*

Format – Must have both: 1) written abstract and 2) presentation media link required

1. Abstracts must be submitted on the official online abstract form
2. Single spaced within the border using a **10-point font, 450 word maximum**
3. Presenting author must list name and one degree (i.e., MD, DO for each author) first and name of institution. e.g. Deborah Webber, CAE American College of Physicians – Arizona Chapter
4. Poster presentation must be recorded and the media link listed in the appropriate field on the online abstract form. See this [link](#) for assistance in recording your presentation and creating the media link.

2020 Virtual Poster Competition Guidelines, continued

Please organize written abstract as follows:

1. Purpose for study or introduction to the case (one sentence if possible)
2. Simple statement of methods or case description
3. Summary of results (adequate to support conclusions)
4. Statement of conclusions (Do not use phrases such as “The results will be discussed”)

The Virtual Poster Judging Process is guided by the following rules and principles:

- Unique submission: Duplicate cases may not appear on separate submissions during the same competition.
- A team of 3 judges will be assigned to review each virtual poster.
- Judges will not judge submissions from their own institution.
- Rankings will be based on the number of points obtained.

Timeline

November 6	Submission deadline – written abstract and presentation media link
November 9	Media links sent to the judges (by ACP AZ staff)
November 18	Completed scoresheets from the judges are due
November 30	Winners will be notified
December 12	Virtual Awards ceremony

All poster media links will be posted on the ACP Arizona website in late fall.

Note: The ACP Arizona 2020 Virtual Annual Meeting will be held on the following dates:

September 12	9am- noon
October 23	8am – noon
October 24	9am – noon
November 14	9am – 11
December 12	10am – noon

Program details and registration information is coming soon!