

American College of Physicians
Arizona Chapter (ACP AZ)

Poster Competition Guidelines

SUBMISSION DEADLINE: Wednesday, September 12, 2018. No late entries.
Visit: <https://forms.acponline.org/webform/arizona-chapter-abstract-form>
to submit your abstract.
10-point font, 450 word maximum

Only **one** abstract poster per author as “first author” will be accepted. No exceptions. Duplicate cases may not appear on separate posters during the same competition.

The ACP AZ Poster Competition may 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 any patient safety initiatives.

- These presentations may include: 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 a PGY-1 to PGY-3 in good standing at an Arizona Internal Medicine residency program**
- **Registered to attend the meeting.** (Resident registration fee is \$25) (**Medical student registration is free**)
- **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>

To improve the educational experience, all abstracts MUST be approved by the Program Director or Mentor prior to submission. 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

1. Abstracts must be submitted on the official online abstract form, single spaced within the border using a **10-point font, 450 word maximum.**
2. Presenting author must list name first and name of institution. List name and one degree (i.e., MD, DO for each author).

Body of abstract should be organized as follows:

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

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

- Each poster must be a unique submission. Duplicate cases may not appear on separate posters during the same competition.
- Poster size may not exceed 48 inches by 48 inches. Posters that are too large may not be displayed.
- A team of 3 judges will be assigned to review a set of posters as a group.
- Judges will not judge posters from their own institution.
- Presenters will stand by their poster until the team of judges joins them. No specific time will be assigned.
- Rankings will be based on the number of points obtained.
- Presenters will have 3-4 minutes to present the poster. Be prepared to answer 1 or 2 questions.
- Substitute presenters not listed on your abstract will not be accepted.

Poster Session I: Friday, November 9, 2018, 3:30 p.m.

Poster Session II: Saturday, November 10, 2018, 2:20 p.m.

You will be asked to make a date preference (Poster I or Poster II) when you submit your abstract. Although all possible efforts will be made to accommodate your request, it is possible that your request may not be met.

Awards Presentation: Sunday, November 11, 12:05 p.m.

All presenters are expected to be present for the Awards portion of the meeting. A list of Poster Session Awards is listed on the Arizona Chapter website.

QR Codes

To impart additional information and images to the poster viewers, QR codes may be included. However, the QR Codes will not be part of judging the poster.