Abstract Submission Guidelines for Residents and Medical Students

- Abstract submission is open (December 18, 2020) for both Residents and Medical Students for Residents Day/Medical Students Day Virtual Meeting, May 7, 2021.

- Abstract submission will close on Sunday, February 14, 2021, at 11:59 PM. DO NOT PLAN FOR ANY EXTENSIONS.

- The links for abstract submission are available on our Chapter Website at www.acpmichigan.org.

- You must be an ACP resident/Fellow member in an approved IM or Med/Peds Residency Program or an ACP member Medical Student in an accredited Medical School to submit. There is no category available for positions between medical school and waiting to be accepted to a residency program.

- Once you submit an abstract it CANNOT be edited. If you need to make changes to your abstract you must re-submit the abstract. All duplicates are eliminated and only the latest abstract by date & time stamp will be kept.

- You may submit as many abstracts as you wish. However, only 1 abstract per resident and medical student has the possibility of being accepted.

- DO NOT submit an abstract unless you are sure that you will be able to meet the deadline to upload your voice over presentation (Date to be announced). If your abstract is accepted for an Oral Presentation you must be available on Friday, May 7, for a live Zoom oral presentation. Check your calendar carefully and plan accordingly. YOU CANNOT withdraw an accepted abstract (if accepted) without the permission of your program/clerkship director and the Governor. In an emergency a co-author may present but must be a peer.

- Residents cannot present a medical student abstract. Medical students cannot present a resident abstract. If you worked on an abstract with a resident or medical student, make sure there is no duplicate submission.

- There is only ONE presenter of an abstract and that is the first author. This is not a group effort.

- The oral and poster presentation schedule is not yet set at this time, therefore, when you submit and if your abstract is accepted you must commit to the entire Friday (May 7, 2021).

Requirements for Abstracts submitted:

- Word Limit – 300 words. This does not include title of abstract or author information.

- You cannot be a lone author on an abstract. You must have an attending co-author on your abstract. IF you do not list any co-authors your abstract will be eliminated. The attending must review and approve your abstract before submission.

- Medical Students must have a clerkship director, faculty advisor, attending or senior resident as a co-author. Co-authors must review and approve your abstract before submission.