



ABSTRACT SUBMISSION GUIDELINES FOR SHORT ORALS AND POSTER DISPLAYS

Delegates, who would like to present their work at the meeting, either orally or as a poster, are invited to submit an abstract for consideration by the Scientific Committee.

Please read this information carefully before proceeding to the online submission form

1. IMPORTANT DATES

Submissions accepted from:	26 September 2018
Submission deadline:	19 February 2019, midnight, CET
Final Notifications to submitters:	Early-May 2019

Abstracts received after the deadline will not be accepted!

2. TECHNICAL REQUIREMENTS

- The internet abstract submission system works best with Internet Explorer 8.0 or higher, Mozilla Firefox 5.0 or higher and Chrome 16 or higher
- Cookies and JavaScript needs to be enabled

3. GENERAL

Abstracts can only be submitted **online via the abstract submission form** that can be found on the official ISQua 2019 conference website:

www.isqua.org

Abstracts sent by post or email will not be accepted. No exceptions will be made.

[CLICK HERE TO START ABSTRACT SUBMISSION](#)

ABSTRACT TOPICS:

Abstracts are accepted on a wide range of topics. The corresponding topic must be selected to ensure correct scoring of the abstract. The content of the abstract must be topic related.

There are certain keywords that are relevant to all tracks i.e. person centred, evidence based, measurement, quality improvement, leadership, innovation and change.

1. Policy, Sustainability and Resourcing for Quality and Safety
2. The Person
3. Patient Safety
4. External Evaluation
5. Economics of Quality
6. E- health and Innovation
7. Healthcare Quality and Safety for LMIC
8. Primary, Community and Integrated Care
9. Learning and Development

Further Information on the tracks can be found on the ISQua Website:
<https://www.isqua.org/events/future-conferences/cp2019.html>

In case the paper has already been submitted for and presented at another meeting kindly mention this in the respective section.

For standardization, the acceptable length of the abstract is of maximum 3'800 characters. This includes the author's details, titles and non-visible characters, such as spaces and line breaks.

Abstracts can be saved in "Draft" status to be re-edited and modified until the submission deadline (19 February 2019, midnight CET). Therefore, the submitter will be required to create a user account. The submitted/draft abstracts cannot be edited after the submission deadline

Abstracts fulfilling all criteria, the submission can be saved in "Final submission" status. **Only abstracts in "Final submission" status will be regarded as successfully submitted and considered for review.**

THE ABSTRACT SHOULD BE STRUCTURED INTO THE FOLLOWING SECTIONS:

- **A title** which clearly indicates the nature of the investigation. It should describe an improvement to healthcare, broadly defined to include the quality, safety, effectiveness, patient-centredness, timeliness, cost, efficiency and equity of healthcare
- **Introduction to include;**
 - Problem description and summary of available knowledge
 - Objectives should contain 1-2 sentences that clearly indicate the scientific question and objectives of the study and its clinical (or other) importance
- **Methods** should contain enough information to be able to understand the experimental design, the analytical techniques and the statistics used in the study. Ethical considerations should be documented.
- **Results** should contain objective data to answer the scientific question(s). This could include associations between interventions and outcomes, including unintended consequences. A graph could be used here.
- **Conclusion** should provide only conclusion of the study directly supported by the results, along with implications for clinical practice, avoiding speculation and overgeneralization.
- **References**, please note that this field is not mandatory, however it will be included in the characters count.
- One **table** may be inserted. However, it is included in the characters count. Please note that tables may significantly reduce the number of available characters.
- One **image or graphic** may be inserted as image file with the following criteria:
 - Minimum image resolution: 96 dpi
 - Minimum image width: 50 px
 - Allowed file types: .gif, .jpg, .png
- **Conflict of interest:** It is the intent of ISQua to provide high-quality sessions focused on educational content that is free from commercial influence or bias. Thus, the submitting author of an abstract is requested to declare any potential conflicts of interest for all authors during abstract submission.
- **Abbreviations** should be defined.
- The submission of an abstract constitutes a formal commitment by the submitting (presenting) author to present the abstract (if accepted) in the session and the time assigned by the Scientific Committee. Registration fees will not be waived.

- To confirm participation, the presenting author of the abstract must be registered to attend the conference by the date specified in the result email. If the presenting author is different to the one submitted, you must confirm this by emailing isqua2019abs@mci-group.com.
- Please ensure your abstract does not contain spelling, grammar, or scientific mistakes, as it will be reproduced exactly as submitted. Linguistic accuracy is your responsibility. No proof reading will be done.

AFTER THE SUBMISSION:

- The submitting authors will be notified by Early - May 2019 at the email address provided during submission whether their abstract has been accepted.
- Registrations or funding for travel or accommodation is not provided to short oral or poster display authors.
- If you need to withdraw your abstract after the submission deadline, a written statement reflecting the reasons for this decision must be sent to isqua2019abs@mci-group.com not later than mid-May 2018.

PRESENTATION OF ABSTRACTS:

- Abstracts can be accepted either as poster or oral presentation.
- If your abstract is accepted as a poster, you will be requested to be available for discussion during the corresponding poster viewing session.
- Details on poster format and full presentation guidelines will be included in the notification letter and posted on the conference website
- Furthermore, submission of an abstract constitutes a formal commitment by the author to present the abstract in the session and at the time decided upon by the Scientific Committee.
- Any change of the presenting author needs to be communicated in the form of a written statement to isqua2019abs@mci-group.com. If the original presenting authors are unable to present the abstract it is their responsibility to ensure that one of the co-authors take over this role.

PROBLEMS SUBMITTING?

- If you experience any kind of problem or if you have questions, please do not hesitate to contact:
Phone: +41 22 33 99 634
Email: isqua2019abs@mci-group.com

About ISQua

ISQua is a non-profit independent organization which focuses on sharing international knowledge and experiences about science and knowledge underpinning the safe delivery of quality health care.

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