

Instructions for Abstract Submission

ANAC2019: Portland

Conference Objectives 2019

- 1) Analyze strategies to advocate for advances in HIV/AIDS treatment, care and prevention within the current policy environment.
- 2) Discuss innovative biomedical, psychosocial and behavioral research in HIV, with an emphasis on:
 - Symptom management
 - Self-management strategies
 - End of life and palliative care
 - Prevention and wellness
 - Technological modalities
 - Social determinants
 - Intervention strategies that impact disparities in HIV incidence and health outcomes
- 3) Evaluate the global impact of nurses and other healthcare professionals in addressing HIV prevention and care, health disparities, HIV risk and social determinants of health.
- 4) Demonstrate an enhanced ability to care for key populations at risk for HIV acquisition, living with, or affected by HIV and related co-morbidities.
- 5) Increase capacity of nurses and other healthcare professionals to identify, treat, and care for individuals at risk for and/or living with viral hepatitis

The conference will address international and domestic issues related to HIV and AIDS for nurses new to the specialty as well as experienced nurse clinicians, researchers, administrators, advocates and other members of the interprofessional team. Various learning activities, expert speakers, symposia, roundtable discussions and presentations will address HIV nursing issues related to the conference objectives.

Call for Abstracts

The Association of Nurses in AIDS Care is seeking abstracts for oral, symposia, poster and student posters in Portland, OR using an online abstract submission process. No other method of submission will be accepted. Authors are encouraged to submit topics related to approaches to clinical challenges, innovative case management programs, international policy issues, complex client groups and any other topics that relate to the conference objectives.

Abstract Guidelines

Abstracts should reflect original work related to current nursing practice, administration, policy/advocacy, research or education, and may include interprofessional approaches. Abstracts should contain concise statements that follow the approved format and review criteria for each type of presentation. A blinded review process is used. Please follow the Oxford Abstract instructions. If the name of any author appears in the title or anywhere in the body of the abstract it will not be reviewed. Authors **MUST** submit **a minimum of two behavioral objectives for each abstract, an author biographical and conflict of interest form for each author. One educational planning table will need to be completed upon acceptance. There is a 350-word limit for the abstract text. ALL ABSTRACTS MUST BE SUBMITTED BY April 15th, 2019 at 11:59 pm EST. Abstracts will not be accepted after that date.**

Resubmission Policy

An abstract which has been previously published or presented at a national, regional or international meeting

can only be submitted provided that there are new methods, new findings, updated information or other valid reasons for submitting that can be provided by the author. If preliminary or partial data has been published or presented, the author is required to indicate the details of the publication or presentation as well as the reasons for submitting the abstract to ANAC2019. This information will be considered by the conference committee when making final decisions. The conference organizers regard plagiarism as serious professional misconduct.

If the author neglects to indicate the details of when and where the preliminary or partial data has been published or presented, and the reasons for resubmitting (new methods, new findings, substantially updated information or other valid reasons), and if evidence of previous publication or presentation is found, the abstract may be rejected.

Authorship

The first author listed is the presenter. Up to three abstracts may be submitted for review. Only one abstract will be accepted for oral presentation per member. Each first author can be selected for only one paper, one poster and one roundtable presentation (i.e., one in each category). There are no limitations on number of presentations for second and subsequent authors. All selected presenters are responsible for conference registration fees, travel, and all other conference-related expenses. All abstracts with author names and affiliations will be posted on the ANAC website.

Student Poster Session

Students (baccalaureate, master's and doctoral) are encouraged to submit posters of original research projects and studies in progress. The research committee will review student poster abstracts using the criteria for poster presentations. All accepted student posters will be invited to be displayed at the conference. During the conference, ANAC research committee members will review and rate the student posters, selecting one poster to receive the Student Poster Award. The author of the winning poster will receive a certificate of recognition and a \$250 cash award. Students whose abstracts are accepted for the regular poster session are not eligible for this award. The abstract **deadline** for student posters is the same as for the other abstracts; it must be **received by 11:59 pm EST, April 15th, 2019. Students must be paid registrants to the conference to be accepted for display and the competition.**

Presentation form

Authors shall rank preference for presentation format(s) as requested on the abstract form. Ranking presentation formats in the order of preference will allow abstract reviewers to accept abstracts in alternate formats as needed and may increase the chance of being accepted for a presentation. **If no preference is noted, the reviewing committee shall determine presentation format.**

- **Oral presentation** – Oral abstracts will be presented during 120-minute concurrent abstract sessions. The 2019 research committee will group the accepted abstracts together for each presentation session. Oral presentations are reserved for reporting on programs, projects, and **completed** research. **Presentations should be no more than 20 minutes long** and will be followed by a question-and-answer period.
- **Poster presentation**– Posters are a visual way to display state-of-the art clinical, administrative, and education projects; evaluation measures; and research studies (including pilot studies, studies in progress and completed studies). Posters will be on display at the conference with dedicated “poster viewing” times when authors are available for discussion with participants. Specific information on poster design and display requirements will be sent to the authors whose work is selected for

presentation. Poster presentations may be used for reporting completed research, research in progress, projects and programs.

- **Symposia presentation** – A symposium session is a 120-minute oral presentation from a panel of experts related to a specific topic. An introductory presentation is given by the symposium leader, with 3 to 5 experts presenting a set of planned papers/oral presentations related to the specific topic. Suggestions for the symposia sessions may include (1) completed research and/or completed projects, (2) community intervention and/or projects, (3) patient and/or clinic interventions, (4) best practice guidelines and/or evidence-based practice review and (5) approaches to a shared policy issue methodological, theoretical or interprofessional papers/presentations. **The symposium leader is responsible for selecting and organizing the group into a coherent whole, writing the symposium overview, collecting the abstracts from each expert and submitting all materials.** All communications will be sent to the symposium leader. The symposium leader is responsible for communicating with symposium abstract authors. Text limit for all symposium session abstracts is 350 words.

Late Breaker Abstracts

Late breaker abstracts present data analyzed after the regular abstract submission deadline closes that is of significance. Late breaker abstracts should only be submitted if the topic clearly fits into the conference objectives and offer significant relevance to the conference attendees. A small number of late breaker abstracts will be accepted to be presented orally at the conference. There will only be three to four abstracts selected as late breakers and final selection will depend on the number of submissions. Selection will be subject to more rigorous review by research committee members to qualify as late breaker.

The same submission rules apply for the late breaker abstracts as for the regular abstracts, however each presenting author may only present one late breaker abstract at the conference. Late breaker abstract submissions will be open from July 15, 2019 through August 1, 2019 at 11:59 pm EST.

Abstract Categories and Suggested Topics

Abstract submissions will be identified as one of four types: practice, research, education/administration or policy/advocacy. **Authors must select the appropriate category on the submission form, with the exception of those submitting a symposium; symposia may be a combination of any/all of the 4 types.** Potential topics relate to the theme of the conference, but many other topics will be acceptable.

- **Practice** – Presentations should focus on the complex realities of providing care for HIV-infected and HIV-at-risk clients. Topics could include updates on new drug therapies; issues with antiretroviral therapy (sequencing, resistance, when to switch, complications, treatment failure, etc.); physical assessment, diagnostic workup, and treatment of specific symptoms/diseases; coinfections; updates on pathophysiology (such as metabolic complications of drug therapy); strategies for symptom management; strategies for improving adherence to medication regimens; evidence based prevention; best practice and clinical pathways/algorithms/standards of care; reimbursement issues for advanced practice nurses; case studies to illustrate complex patient management and case management issues (especially good for roundtable discussions); clinical issues with special and hard-to-reach populations; impacting stigma, clinical situations; quality improvement projects; or nursing interventions in a variety of practice settings.
- **Research** – Presentations should consider the stage of the research project. **Only completed research projects will be considered for oral presentations.** Presentations should be scholarly, systematic investigations. Works in progress, preliminary results, methodology issues, and pilot studies are appropriate for poster presentations. Also consider developing research roundtable discussion sessions

in the areas of methodology, research focus, general research problem solving and legal or ethical issues.

- **Education/Administration** – Presentations may include staff development projects; workforce development, new models of care; educational interventions for clients, health care providers, or the general public; educational interventions for specific populations; teaching tools; resource development; HIV/AIDS nurse entrepreneurs and nurses as team leaders; development of new skills, such as grant writing or quality improvement development and implementation, writing for publication; or curriculum development at the undergraduate and graduate education levels.
- **Policy/Advocacy**- Presentations may include emerging and historic roles for nurses in policy and advocacy; nurses role in the development, implementation and evaluation of global, national, state or local HIV/AIDS related policies and laws (e.g., PEPFAR, NHAS, Ryan White program planning, local boards, etc.); impact of the ACA; HIV criminalization and other human rights issues; practice authority; other relevant topics.

Abstract Structure

Please use the following format to prepare your abstract:

1. The title should depict the topic to be discussed.
2. **End the abstract with at least two objectives for the presentation.**
3. **EACH author MUST complete a biographical and conflict of interest form and one educational planning table form MUST be completed with the accepted abstract by the deadline of July 15, 2019** for the abstract to be considered.
4. Please use the following headings to prepare your abstract for "Education/Administration", "Research" or "Practice":
 - a. **Background**
 - b. **Purpose**
 - c. **Methods/Practice**
 - d. **Conclusions**
 - e. **Implications for Practice**You may use additional headings as needed.
5. For Policy/Advocacy Abstracts the following headings may be used:
 - a. **Issues: A short summary of the issue(s) addressed**
 - b. **Description: Description of the project, experience, service, or advocacy program**
 - c. **Lessons Learned: A brief description of the results of the project**
 - d. **Recommendations: A brief statement of next steps**

Abstract Deadline

Abstract submissions MUST BE RECEIVED via the online abstract submission process by 11:59 pm EST on April 15, 2019. Abstracts will be typed directly into the Oxford online system. Please contact erin@anacnet.org if you have any problems or questions.

Abstract Review Process

All abstracts will be peer reviewed through a blind review process. All authors' names and affiliations will be removed prior to submission to the review committee. No information from the reviews is made available to the authors. Abstracts receiving the highest ratings will be selected for presentation. The research committee will make all final decisions about presentation formats, times and settings. **Be sure to indicate the abstract**

category and order of presentation format preferences on the application form to facilitate this process. Separate and specific review criteria (based on the rating criteria outlined below) are used for each type of presentation.

Accepted Abstracts

1. Authors will be notified by email of abstract acceptance by **June 7, 2019**. Presentation format will be communicated at that time (oral, symposium, poster, student poster or roundtable discussion session). Full instructions on how to prepare presentations will be sent via email after notification of acceptance. **EACH author MUST** complete a **biographical and conflict of interest form** and one **educational planning table form MUST** be completed with the accepted abstract **by the deadline of July 15, 2019** for the abstract to be considered.

All presenting authors will be required to register for the conference and assume responsibility for transportation, lodging and annual conference fees.

Submission implies consent to present and publish the abstract along with all authors' names and affiliations on the ANAC website and/or any other venue ANAC sees fit.

Rating Criteria

All submissions will be reviewed for **significance, appropriateness, clarity, and relevance** to practice, education/administration, research or policy/advocacy implications for HIV nurses and other members of the interprofessional team