# **Call for Abstracts**

Mayo Clinic Opioid Conference: Evidence, Clinical Considerations and Best Practice 2018 October 25-26, 2018

Please read this document prior to submitting an abstract.

#### Overview

All abstracts must be formally submitted via the online abstract submission system, in English, be of a quality suitable for publication, and strictly adhere to all the requirements below. There is no limit to the number of abstracts that may be submitted. If an abstract was previously submitted to a different meeting it may still be submitted. Accepted abstracts should have a presenter present at the course to attend the meeting and present the poster. The presenting author is required to ensure that all co-authors are aware of the content of the abstract before submission. We will not be offering any type of continuing education credits for the poster presentations.

### Registration

All accepted poster presenters are required to <u>register</u> to attend the Mayo Clinic Opioid Conference.

### Patient and/or Institutional Review Board (IRB) Approval

All patient protected health information (for example: name, initials, medical record number) should be de-identified. Only work that has received proper patient and/or institutional review board (IRB) approval will be accepted. A statement indicating that approval has been granted should be incorporated into the abstract. Applicants are required to confirm that approval has been granted before abstract submission.

I have obtained patient and/or institutional review board (IRB) approval.

Or

An institutional review board (IRB) and/or animal use committee have waived the requirement for their formal approval of the study.

## **Copyrighted Material**

Applicants must attest to the following:

- There are no copyrighted figures, images, or content in my abstract.
- If copyrighted figures, images or content are contained in my abstract, I have obtained necessary permission from the copyright owner.

### **Agreement and Submission**

All abstract submitters must agree and confirm the following upon submission:

- I affirm that I and all others listed as authors contributed substantively to the writing, review, and work described by this abstract, and further affirm that it was not prepared or written by anyone not listed as an author.
- I herewith confirm that the contact details saved in this system are those of the corresponding author, who will be notified about the status of the abstract. The corresponding author is responsible for informing the other authors about the status of the abstract.
- I confirm that I am the sole owner and/or have the rights of all the information and content provided. The publication of the abstract does not infringe any third party rights including, but not limited to, intellectual property rights. I herewith grant Mayo Clinic a royalty-free, perpetual, irrevocable nonexclusive license to use, reproduce, publish, translate, distribute, and display the abstract content.
- I confirm that I previewed this abstract and that all information is correct. I accept that the content of this abstract cannot be modified or corrected after final submission and I am aware that it will be published exactly as submitted.
- Submission of the abstract constitutes my consent to print and/or electronic publication (e.g. meeting website, program, other promotions, etc.
- I confirm all requirements and that disclosure information provided is accurate, complete, and will be disclosed to participants in writing (in abstract and on poster) and verbally at the beginning of any presentation made during the meeting.

I confirm that all content adheres to the following:

- Balance, independence, objectivity, and scientific rigor.
- Recommendations involving clinical medicine based on the best available evidence, with references.
- Scientific research cited conforms to standards and protocols accepted by the scientific community.
- No recommendations made that are known to be ineffective or associated with dangers that outweigh benefits
- No promotional content of a commercial entity (includes product names, photos, logos, company names, etc.)

- Trade names should be used only if necessary, and in those cases the name may be included parenthetically once (in the methods), but no more. If more than one company makes the product, all applicable trade names should be identified.
- No patient protected health information (patient information/videos appear with permission or have been de-identified).

I understand that my abstract may be immediately rejected and/or removed from any publication if it does not thoroughly comply with all of the above requirements.

### **Review and Grading Process**

Abstracts are reviewed by at minimum 2 committee members and are graded either "accept" or "reject" (reason for rejection to be briefly stated).

The review of abstract submissions does not constitute peer review and should not be interpreted as such. Notification regarding the status (accepted for poster presentation or rejected) will be sent to the abstract author approximately 2 weeks after submission.

### **Moderated Poster Sessions**

Posters will be presented in printed format and displayed throughout the meeting.

Maximum poster size: 4x4

Additional details will be provided upon acceptance.