Important Information for Abstract Submitters

Abstract Submission Important Dates
Call for Abstracts: November 10, 2021, – January 5, 2022 at 11:59 pm CT
Abstract Review and Selection: January 12 – February 9, 2022
Notification sent by email: February 21, 2022

Call closes January 5, 2022, at 11:59 pm CT.

General
- Character count is 2,600 – includes spaces; excludes title, author's name, institution, and upload of tables and images. The submission site will not allow submission if you exceed the maximum number of characters.
- A fee of USD 90.00 is required for each submission payable by credit card ONLY.
- Sponsorship by a society member is NOT required to submit an abstract.
- All abstracts will undergo peer review and scoring.
- There are no Late-Breaker abstracts in 2022.
- Refer to additional **Tips for Quality Abstracts** – including reviewer criteria.

Submission Guidelines
- Submissions made for presentation at the PAS Meeting should adhere to PAS Meeting Submission Guidelines as posted to the PAS Meeting website. Please review the **PAS Academic Ethics Policy** for further information.
- There is no limit on the number of abstracts submitted by each author, but the submission of multiple, redundant, or highly similar abstracts with only minimal changes in the abstract title or minor changes in data analysis from the same investigator(s) or laboratory is strongly discouraged. Such submissions may result in rejection of all abstracts that are deemed to be in violation of PAS guidelines; rejection may occur prior to, during, or after review, even if submitted to different topical categories.
- Abstracts submitted and/or presented at other Societies' or national meetings within the 12 months prior to the PAS Meeting may be submitted to the PAS Meeting for consideration.
- Research published in manuscript form prior to the submission of the abstract is **not appropriate and should not be submitted.** If data contained in the abstract is published after submission of the abstract, the PAS Office must be notified regardless of timing as soon as publication is recognized. At that time, the Program Committee Chair will make a determination concerning presentation at the PAS Meeting. Abstracts should not be submitted if there is knowledge and confirmation that this work will be published in an upcoming article prior to the meeting.
- **Case studies**: Historically, abstracts accepted for presentation are hypothesis-driven new work. Abstracts rarely accepted for presentation include single case reports, open label drug trials, highly speculative accounts of clinical experience, and op-ed accounts of personal

experience. Interim results from an ongoing clinical trial will not be accepted for presentation unless the study has been prematurely closed for lack of efficacy or for safety issues.

- Upon submission, the submitting author verifies that **all authors** have agreed to the submission.
- The decision of the Program Committee to accept or decline any submission is final.
- The assignment of presentation format for accepted submissions (for example, platform, plenary, poster session, or poster symposium) is at the sole decision of the PAS Program Committee.

Publication of Submissions

- All submissions, if accepted for presentation, will be published in the PAS online program guide and mobile app.

Conflict of Interest Disclosures

All individuals in a position to control the content of a Continuing Education (CE) activity (planners, chairs, presenters, authors, reviewers, etc.) must disclose all financial relationships with ineligible companies they have had in the **past 24 months** to the CE provider using the Conflict of Interest (COI) Disclosure Form. Individuals who fail or refuse to provide this information will be disqualified from involvement in the planning and implementing of this activity.

Due to recent updates to the ACCME Standards for Integrity and Independence in Accredited Continuing Education (opens new window), for those submitting for any CME accredited sessions, disclosures completed by each co-author must accompany the submission. Sessions with incomplete or missing disclosures will not be able to be submitted. The submitter is responsible for ensuring that each co-author is aware of and has complied with the disclosure requirement before submission.

Ineligible Organization Owners or Employees:

- The ACCME **prohibits*** owners or employees of ACCME-defined ineligible organizations from serving in roles where they are in a position to control the content of accredited CME.
  - **There are three exceptions to this exclusion — employees of ineligible companies can participate as planners or faculty** in these specific situations:*
    - *When the content of the activity is not related to the business lines or products of their employer/company.*
    - *When the content of the accredited activity is limited to basic science research, such as pre-clinical research and drug discovery, or the methodologies of research, and they do not make care recommendations.*
    - *When they are participating as technicians to teach the safe and proper use of medical devices, and do not recommend whether or when a device is used.*
  - ***There are no exceptions for reviewers. The use of employees of ACCME-defined ineligible organizations in the role of reviewer is prohibited.*

- **Failure to fully disclose may result in disqualification of non-compliant individuals from participation in this activity.**

- Submitting author verifies, upon submission, that all authors have agreed to the submission of the abstract.

- The session or abstract submitter is responsible for ensuring her/his colleagues are aware of and comply with the disclosure requirement.

- **Commercial Interest Employees:** The use of employees of ACCME-defined commercial interests as faculty and planners or in other roles where they are in a position to control the content of accredited CME is prohibited.

- Work submitted for presentation must include an acknowledgment of funding sources of commercial nature and/or consulting or holding of significant equity in a company that could be affected by the results of the study.

- Only the session or abstract submitter can see the session/abstract in his/her account, although the additional participants/authors are linked to the abstract in the system. The COI applies to any work an author has been involved in that will be presented at PAS.

Notification of Receipt and Acceptance
- Notification of receipt will be automatically emailed to the contact author upon submission of the abstract.
- Notification of Abstract Decision (accept/reject) status will be emailed to the contact author listed on the abstract around February 21, 2022.

Revisions after submitting an abstract
- Revisions can be made to all submitted abstracts until the **submission deadline: Jan. 5, 2022 11:59 pm CT.**
- If changes must be made to the abstract after submission, but **before** the deadline, edit the submitted Abstract in the submission site and re-submit. **If you do not resubmit the abstract, it will not be considered for the PAS 2022 Meeting.**

Award Consideration and Selection
Information regarding the awards for 2022, their eligibility criteria, and the award process can be found in during your submission. Only abstracts accepted for presentation are considered for awards.

Steps to apply for an award:
1. Submit an abstract to the submission site.
2. Indicate your interest in applying for an award.
3. Complete the required information for the respective award.
4. Upload all required supplemental materials (as indicated in the submission site.)

While you are welcome to apply for more than one award, required information and possible supplemental materials are required for EACH award for which you have indicated an interest.

PAS Trainee Travel Grants Program
The Pediatric Academic Societies will award trainee grants to participate in the PAS 2022 Meeting. Indicate your interest by checking the PAS Trainee Travel Grant box in the submission site when applying for awards. Awardees will be selected based on the quality of their PAS abstract; the presenting author must be a trainee. Awardee notifications will be sent in March 2022.

For additional information please contact the PAS Customer Care department at 346.258.6216 or email at info@pasmeeting.org

Abstract Presentations
- Platform sessions are 90 minutes long. Presentations are 15-minutes (10 minute/presentation; 5 minute/discussion).
- Poster symposium sessions are 90 minutes in length and consist of a poster viewing period followed by a formal presentation or discussion period. Session moderators determine the presentation or discussion format for poster symposium sessions.
- Poster sessions are two-three hours in length and consist of a general viewing and author attendance period.

- Detailed instructions for the preparation of slides and posters, as well as scheduling notices, will be provided to the contact author with the presentation notification in February.
- The complete schedule of all abstract presentations will be finalized by February.

Questions: Please contact the PAS Office for any questions regarding your abstract or PAS 2022 at info@pasmeeting.org or 346.258.6216.

CUSTOMER CARE
If you have any questions or concerns, please reach out to info@PAS-meeting.org**.**
For Technical Support:
Email: Help@ConferenceAbstracts.com
Phone: (410) 638-9239

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