Thank you for your interest in presenting a poster at the 4th Annual Middle Tennessee Antimicrobial Stewardship Symposium.

Our goal in planning this Symposium is to bring together key stakeholders and practitioners from around the region to learn more about antimicrobial stewardship and discuss ways that we can work together as a medical community to improve appropriate antimicrobial use and mitigate the risks associated with inappropriate use. This year, we are adding a Poster Session to further engage attendees and highlight the important work being done in our area on a daily basis. Several of these posters will be selected for Oral Abstracts (in the form of round table sessions), and CE credit will be offered for attendees of the round table sessions.

This document contains detailed instructions on formatting your Poster abstract, developing content for your abstract, and other pertinent information. Read this document in its entirety.

SUBMISSION DEADLINE

October 14, 2019, at 11:59 p.m. (Central) – Abstracts must be complete and submitted by this date; no new submissions or edits will be accepted after this deadline. Belmont University College of Pharmacy (BUCOP) will not edit abstracts. Incomplete abstracts will be deleted from the system.

Note: Encore presentations of works presented at national meetings will be accepted with permission from the organization at which this presentation was originally presented. Encore presentations of works presented at state society conferences or conferences outside the US will be permissible.

POSTER ABSTRACTS ARE CLASSIFIED AS ONE OF THE FOLLOWING:

- **Research Projects**: Describes original research or quality improvement projects, including those studying the effects of antimicrobial stewardship program interventions in the realm of antimicrobial optimization, infectious disease laboratory diagnostics and their impacts on patient outcomes, antimicrobial days of therapy or other relevant process metrics. **Research projects must include Background, Methods, Results, and Conclusion.**

- **Best Practice Reports**: Describes innovative or improved services, interventions or programmatic practices in the realm of antimicrobial stewardship that have not been formally evaluated but are of such relevance to the local antimicrobial stewardship community they should be presented. Integrative and systematic reviews are also acceptable. **Best Practice Reports must include Background of Problem, Methods/Intervention, Rationale, and Implications for your facilities and other antimicrobial stewardship programs.**

CONFIRMATION

Be sure to click the "Submit" button at the end of the submission form to submit the abstract. You will automatically get a confirmation email with your submission details. Please save it for your records.

NOTIFICATIONS

By November 15, you will receive an email notification indicating whether your abstract has been accepted as a poster presentation or recommended for an oral presentation with CE credit offered. If you are selected to present an oral abstract, you will be invited to develop a 15-minute presentation followed by a 15-minute guided question & answer session.

All correspondence including confirmations, acceptance, and reminders will be sent to the primary author’s email address only. It is the primary author’s responsibility to notify the co-authors of the status of the submission.

Notification emails will come from pharmacyce@belmont.edu.
MEETING REGISTRATIONS and CANCELLATIONS

Meeting Registration

If your submission is accepted as an oral abstract (round table session), you are eligible to receive a speaker honorarium and fully paid registration to the symposium. Travel fees and accommodations will be your responsibility.

Withdrawals/Cancellations

Written notification is required for all submission withdrawals. Only the primary author may withdraw a submission. Send your withdrawal request to pharmacyce@belmont.edu, and include your name and presentation title in all correspondence.

CONTACT INFORMATION

If you have any questions regarding your submission, please send an email to pharmacyce@belmont.edu. Include your name and title of submission. BUCOP will provide information to the primary author only.

ABSTRACT SUBMISSION REQUIREMENTS

- Supports a topic that is relevant to the objectives of the Symposium
- Content has a maximum of 500 words (excluding the title and authors)
- Contains NO proprietary (brand) names in the title
- Spells out all pharmaceutical acronyms and uses standard abbreviations
- NOT written in outline form. Abstracts written in outline form will not be accepted.
- Supported by scientific merit. Methodology is consistent with sound research design; study is designed in a manner likely to answer the research questions; research questions are aligned with proposed data collection and conclusion.
- A balanced presentation that is non-promotional in nature and free of commercial bias. Abstracts written in a manner that promotes a company, service, or product will not be accepted.
- Research Projects include
  - Background
  - Methods
  - Results
  - Conclusions;
- Best Practices include
  - Background of Problem
  - Intervention/Methods/Implementation
  - Rationale
  - Outcomes or Results, if available
  - Observations/Implications for your facility’s and other antimicrobial stewardship programs

As a reminder, the Symposium will be Friday, January 31, 2020, at Belmont University in Nashville, TN.

Submit Your Abstract Here