**Thank you for your interest in presenting a poster at the
8th Annual Middle Tennessee Antimicrobial Stewardship Symposium.**

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 before submitting your abstract for consideration.**

ABSTRACT CLASSIFICATIONS

- **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, and 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, Intervention/ Methods/Implementation, Rationale, and Implications for your facilities and other antimicrobial stewardship programs.**

ABSTRACT REQUIREMENTS

- Supports a topic that is relevant to the objectives of the Symposium
- Is 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.
- Is 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 is free of commercial bias. Abstracts written in a manner that promotes a company, service, or product will not be accepted.
- NOT submitted by or on behalf of a vendor, an exhibitor, or an ACPE-defined "ineligible company." (Companies whose primary business is producing, marketing, selling, re-selling, or distributing healthcare products used by or on patients.)
- Research Projects must include:
  - Background
  - Methods
  - Results
  - Conclusions
- Best Practices must include:
  - Background of Problem
  - Intervention/Methods/Implementation
  - Rationale
  - Implications for your facility's and other antimicrobial stewardship programs

SUBMISSION DEADLINE

March 31, 2024, at 11:59 p.m. (CDT) – Abstracts must be complete and submitted by this date; no new submissions or edits will be accepted after this deadline. The Symposium committee will not edit abstracts. Incomplete abstracts will be deleted from the system. For example, research projects **must** include results at time of submission **or** a

note indicating that results will be submitted **no later than Monday, May 6, 2024**. The symposium committee reserves the right to deny a poster for presentation if results are not submitted or are still incomplete by May 6th.

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 are permissible.

CONFIRMATION OF SUBMISSION

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

NOTIFICATIONS

No later than the week of April 22, 2024, you will receive an email notification indicating whether your abstract has been selected to be part of the poster presentation, as well as instructions for presenting. (Please note that you are responsible for printing the poster & bringing it with you. Poster displays measure 65"W x 38"L, landscape.)

All correspondence including confirmations, acceptance, and reminders will be sent only to the primary author's email address, as it was submitted with the abstract. 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 REGISTRATION and CANCELLATIONS

Meeting Registration

If your submission is selected for a Poster Presentation, you must register to attend the symposium no later than **May 7, 2024 (11:59pm CDT).**

The poster presentation session is scheduled for 1:00-1:30pm (CDT) on Friday, May 17, 2024, and will be conducted in-person.

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 no later than **May 1, 2024**.

CONTACT INFORMATION

If you have questions regarding your submission, please send an email to pharmacyce@belmont.edu. Include your name, title of submission, and that your question involves the poster presentation. The Symposium Committee will provide information to the primary author only.

As a reminder, the Symposium is scheduled for Friday, May 17, 2024, at Belmont University in Nashville, TN.

Click Here to Submit Your Abstract