



ACC.22 Abstract and Case Policies and Procedures

(Policies and procedures as of August 1, 2021, and are subject to change at the discretion of ACC; any changes will be posted to the ACC.22 website)

General Information

- The majority of accepted abstracts will be scheduled as oral presentations, moderated poster presentations or general poster presentations.
- We encourage ACC.22 presenters to attend the Annual Scientific Session in person. However, should this not be possible, presenters will be able to present digitally. If your abstract is accepted, your notification will contain complete presentation information.
- The ACC.22 Program Committee (“Program Committee”) will determine the appropriate presentation format, based on the abstract topic and relationship to other abstracts submitted. The Program Committee reserves the right to establish other abstract presentation formats and to assign accepted abstracts to these formats.
- All abstract presentations and question and answer periods must be conducted in English.
- Accepted abstracts will be published exactly as submitted in the April 2022 online version of the *Journal of the American College of Cardiology* (“JACC”). Full text of the abstracts will be viewable in the online/mobile program planner systems beginning Monday, March 21, 2022, at 8 a.m. ET.
- Investigators/Authors do not need to be ACC members to submit an abstract or otherwise participate in ACC.22.
- There is a \$49 (USD) processing fee for each abstract or case submitted, payable online by credit card only. Purchase orders, checks, and electronic bank transfers will not be accepted. This processing fee is non-refundable and used to cover the cost of submission and processing of the abstract or case.
- All accepted abstract presenters must register for ACC.22. Individuals should register in the appropriate category (member, nonmember, etc.) and pay the applicable fees for the registration category. Registration will open in late October, so please monitor the ACC.22 registration site (<https://accscientificsession.acc.org/Registration-and-Hotels>).
- Notifications will be emailed on December 20, 2021, regarding acceptance disposition to the person who is designed as the “presenting author” for each abstract.
- ACC is unable to reimburse ACC.22 abstract presenters for travel, hotel, or per diem expenses.
- Any human experimentation must conform to the principles of the Declaration of Helsinki of the World Medical Association. If any such experimentation is undertaken, the presenting author must be able to provide copies of informed consents signed by human participants.
- The Program Committee endorses the position of the American Association for the Advancement for Science in requiring assurances of the responsible use of animals in research. All submissions for consideration must be in compliance with these guidelines.
- Any changes to these Abstract and Case Policies and Procedures shall be posted on the ACC.22 website, with a notification summary of such changes.

Abstract Presenter Roles

- We encourage ACC.22 presenters to attend the Annual Scientific Session in person. However, should this not be possible, presenters will be able to present digitally.
- All accepted abstract presenters must register for ACC.22 in the appropriate category (member, nonmember, etc.) and pay the applicable fee for the registration category. If a person is both an abstract presenter and an invited speaker or late-breaking clinical trial presenter, the ACC.22 registration fee is waived.



Submission Policies

- ACC.22 abstracts must be submitted by **1:00 p.m. ET on Monday, October 18, 2021**. The American College of Cardiology (“ACC”) is not responsible for the review of abstracts that are not submitted by this deadline.
- Submissions with “INCOMPLETE” status cannot be processed.
- Submission of an abstract constitutes a commitment by the author(s) to present at ACC.22 if accepted. Failure to present and register for ACC.22, if registration is not excused by ACC, will jeopardize future acceptance of abstracts submitted by the author.
- There is no limit to the number of abstracts an author can submit. The submitting author is considered to be the presenting author, unless another co-author is appointed to present in the submission, and ACC staff are notified of the change.
- Authors should not submit the same research in separate abstracts; abstracts that appear to be replicate versions of a single study will be rejected. Submissions will be checked for duplication and replicate versions will be rejected.
- The Young Investigator Awards (“YIA”) submission system will be open until Monday, September 13, 2021, at 1 PM ET. YIA acceptance notifications will go out on Tuesday, October 5, 2021. Abstracts not accepted as YIA abstracts may be submitted by the author as regular abstracts during the abstract submission process. For additional information regarding the YIA submission process, visit the [YIA page](#).
- Authors should submit their abstract to only one submission type or category. An author must choose the category that best encompasses the abstract subject within the activity. Be sure to review all the abstract submission options before selecting and starting the submission process. Abstracts will be checked for submission in all submission types; if duplication is found, only the latest replicate will be forwarded for review.
- **No processing fee refunds will be given in the event of rejection or non-review of a replicate submission.**
- **No processing fee refund will be given in the event that an author requests to change the submission type (Abstract, Complex Clinical Case or Interventional Challenging Case) of their abstract.** If a submitter requires to change a submits type, he/she will need to resubmit under the correct submission type and pay a new registration fee. No refund will be given for the original submission.
- Authors must follow all instructions for completing the submission. For general abstracts, authors must structure the abstract content into Background, Methods, Results, and Conclusion sections. Other submission types may require a slightly different structure. More information can be found on structure requirements in the specific submission instructions.
- Clarity of expression will be considered in the review process. The overall quality of language used should assure comprehension by the reader.
- Authors may use a maximum of five unique abbreviations in the body of the abstract. Place abbreviations in parentheses after the full word the first time it appears. Abbreviations increase the difficulty of reading and evaluating abstracts, which will be considered in the review process.
- Only commonly used abbreviations should appear in the title of the abstract.
- If an author’s name appears on more than one abstract, the author’s name must appear and be spelled identically on each abstract in order to facilitate proper indexing. **Whenever possible, do not list authors with initials only.**
- Authors may return to the online abstract submission system to edit abstracts, revise information, correct typographical errors, tables, graphics, or delete a submission at any time before **1:00 PM ET on Monday, October 18, 2021**. After this time, the system will be closed, and **complete** abstracts will be forwarded for the review process. An author may not revise or resubmit an abstract in order to make changes or corrections after this deadline; instead, the abstract may be withdrawn or, if accepted, the error may be indicated during the presentation.
- Adding or removing authors after the abstract submission deadline is not permitted.



- Proofread abstracts carefully to avoid errors before they are submitted. The ACC is not authorized to make changes to a submission. This includes typographical errors. An abstract, if selected, will be published exactly as submitted. Tables and graphics, if the submission quality is poor, will appear in the manner submitted.
- **If an author chooses to withdraw an abstract after the submission deadline and does not want it to appear in ACC.22 publications, written notification must be sent to hsantry@acc.org by Monday, February 7, 2021.** After this date, withdrawals are accepted, and abstract will be withdrawn from the program. However, the abstract text as submitted will still appear in JACC.

Payment Policies

- There is a \$49 (USD) nonrefundable processing fee for each Abstract, Complex Clinical Case or Interventional Challenging Case submitted, payable online by credit card only.
- Late-breaking clinical trial submitters must pay a \$349 (USD) nonrefundable fee, payable online by credit card only.
- If a person is both an abstract presenter and an invited speaker, the ACC.22 registration fee is waived.
- If a person is a late-breaking clinical trial presenter, the ACC.22 registration fee is waived.

Disclosure Policies

- Only presenting authors and lead investigators/authors are required to submit their disclosure information. ACC no longer requires disclosure information from all co-authors.
- Presenting authors and lead investigators/authors will be asked to comply with the ACC Disclosure Policy. Indication of the relationship and the associated commercial entity is required for all presenting authors and lead investigators/authors.
- Abstracts will be considered “complete” **without** lead investigator/author disclosures and will continue to the review process as long as all submission elements are complete. All presenting authors and lead investigators/authors must submit disclosure information by **Friday, February 4, 2022**.
- ACC staff will contact lead investigators/authors separately to obtain these disclosures as a condition of submission. Failure of lead investigators/authors to provide disclosure information will result in the removal of an accepted abstract from ACC.22.
- Disclosure information is submitted via the [ACC Disclosure System \(https://disclosures.acc.org/\)](https://disclosures.acc.org/). Lead investigators/authors with expired or nonexistent disclosure information will automatically be sent an email notification to complete the disclosures.
- Primary responsibility for compliance with any disclosure or nondisclosure requirements resides solely with researchers and/or research sponsors (including, but not limited to, academic institutions, commercial entities, and non-profit organizations).
- For oral abstract presenters, ACC will create a disclosure slide displaying disclosure information of the presenting author and lead investigator based on the disclosure information submitted to the ACC Disclosure System.
- Poster presentations **MUST CONTAIN** the disclosure information of the presenting author and lead investigator. **Poster presentations submitted without disclosure information are subject to removal.**



Eligibility Policies

Please refer to the following table to determine eligibility for submission of scientific abstracts and complex cases for presentation at ACC.22. These criteria protect the quality, originality, and integrity of the science and case discussions featured during ACC.22.

Eligible	Not Eligible
<ul style="list-style-type: none"> Abstracts/cases that have not previously been presented either live or virtually at another professional society meeting or published prior to ACC.22 <i>are eligible</i> for submission. 	<ul style="list-style-type: none"> Abstracts/cases are <i>not eligible</i> for consideration if they have been presented either live or virtually at a national meeting held in the United States or any non-ACC international meeting held prior to ACC.22.*
<ul style="list-style-type: none"> If an abstract/case has been presented (either live or virtually) only at an ACC state chapter meeting or ACC international meeting (ACC Asia, ACC Latin America, ACC Middle East), it <i>is eligible</i> for submission to ACC.22. 	<ul style="list-style-type: none"> Abstracts/cases are <i>not eligible</i> for consideration if they have been presented live or virtually at programs held by non-profit organizations (e.g., ACC live U.S. courses).
<ul style="list-style-type: none"> If an abstract/case has been presented (either live or virtually) only to a state medical society or country society meeting, or local institutional meeting, it <i>is eligible</i> for submission to ACC.22. 	<ul style="list-style-type: none"> Abstracts/cases are <i>not eligible</i> for consideration if the abstract has been published <i>prior</i> to ACC.22.
<ul style="list-style-type: none"> If an abstract/case is also planned for submission or presentation at a meeting taking place <i>after</i> ACC.22, it <i>is eligible</i> to be submitted to the ACC Annual Scientific Session. 	<ul style="list-style-type: none"> If abstracts/cases are submitted to journals for publication and the journals <i>do not agree</i> to hold publication until the embargo is lifted and the abstract/case is published prior to that date, the abstract/case <i>must be withdrawn</i> from ACC.22.
<ul style="list-style-type: none"> Abstracts/cases may be submitted to journals for publication if the journals agree to <i>hold publication</i> until the ACC.22 embargo is lifted on the designated day at 8 am ET. 	

* Examples of this type of meeting include, but are not limited to, scientific sessions by the American Heart Association (AHA), Heart Rhythm Society (HRS), Heart Failure Society of America (HFSA), Transcatheter Cardiovascular Therapeutics (TCT), Society for Cardiovascular Angiography and Interventions (SCAI), and European Society of Cardiology (ESC).

Requests for exceptions to these eligibility requirements must be made in writing and will be reviewed by the ACC.22 Chair and ACC.22 Vice Chair. These situations are expected to be rare given the comprehensive guidance as detailed above.



Complex Clinical Cases

- ACC is accepting Complex Clinical Case submissions from the following three groups:
 - **Fellow in Training (FIT):** The first author is a medical student or anyone in a fellowship or residency program. The presenter is a medical student or anyone in a fellowship or residency program.
 - **Cardiovascular Team:** The first author must be a non-physician CV team member, which could include nurses, advanced practice nurses, pharmacists, physician assistants, CV practice administrators, technologists, registered dietitian nutritionists or exercise specialists/physiologists. The presenter must be a CV team member.
 - **MD/PhD:** The first author is a medical doctor or researcher. The presenter is a medical doctor or researcher.
- Priority will be given to FIT and Cardiovascular Team submissions during the selection process of Complex Clinical Cases.

Publication and Copyright Policies

- **For abstract submissions, the following applies:** On behalf of all co-authors, the submitting author/investigator agrees that the submission of an abstract constitutes the submitting author and all co-authors' agreement to assign and transfer to the American College of Cardiology ("ACC") all rights, title and interest, including copyright and all rights subsumed thereunder, in and to the abstract and all material contained therein if the abstract is accepted. Except as otherwise set forth herein, the American College of Cardiology, as holder of the copyright on the accepted abstract, reserves all rights of reproduction, distribution, performance, display, and the right to create derivative works in both print and digital formats. The assignment of copyright to ACC shall be required for, and the terms set forth in this section shall apply to, abstracts submitted or presented in any format, including live, hard copy, or digital formats.
- **For abstract presentations, the following applies:** On behalf of all co-authors, the submitting author/investigator agrees that the presentation of an abstract at or in connection with ACC.22 constitutes the submitting author and all co-authors' agreement to assign and transfer to the American College of Cardiology ("ACC") all rights, title and interest, including copyright and all rights subsumed thereunder, in and to the presentation and all material contained therein. Except as otherwise set forth herein, the American College of Cardiology, as holder of the copyright on the accepted abstract, reserves all rights of reproduction, distribution, performance, display, and the right to create derivative works in both print and digital formats. The assignment of copyright to ACC shall be required for, and the terms set forth in this section shall apply to, presentations in any format, including live, digital, or virtual formats.
- ACC hereby grants to the submitting author/investigator and the co-authors a non-exclusive, limited, non-transferable license to use the abstract and presentation and all content contained therein for educational, scientific, and research purposes, provided, however, that such license shall only be effective and such use is only permitted following the conclusion of ACC.22 and after any embargoes in place on ACC.22 content have been removed. Such license does not include the right for the authors or any sponsors to provide links to, or copies of, the abstract or presentations to third parties or ACC.22 attendees in advance of or during ACC.22. Notwithstanding, the authors are permitted to include a link to the abstract in the author's presentation.
- Subject to the prior approval of ACC and the payment of an applicable royalty fee, exhibitors may be granted a license to link to abstracts or presentations from the exhibitor booth during ACC.22.
- On behalf of all co-authors, the submitting author/investigator agrees that any requests for reproduction, distribution, performance, display or the right to create derivative works of an abstract or presentation thereof shall be referred to ACC as the copyright holder.
- Primary responsibility for the content/data, etc., contained within an abstract and the presentation rests with the presenter, if the abstract is accepted/published. On behalf of all co-authors, the submitting



- author/investigator agrees that any content/data contained within an abstract and presentation shall be the original work of the authors and shall not violate or infringe the intellectual property rights of any third party.
- All abstracts submitted in connection with ACC.22 will be disclosed to members of the ACC.22 peer review selection committee, as well as to ACC employees and contractors as necessary.
 - Although ACC and ACC employees or contractors cannot guarantee the confidentiality of submitted abstracts, every effort will be made to ensure confidentiality of submitted material.
 - Titles, authors, up to two institutions and presentation time of accepted abstracts will be posted in the online/mobile searchable ACC.22 program planner systems. Full text of accepted abstracts will be published in electronic versions of the *Journal of the American College of Cardiology* on Friday, April 1, 2022, at 8 AM ET and the online/mobile ACC.22 program planner systems beginning Monday, March 21, 2022, at 8:00 a.m. ET.
 - Abstracts not accepted for presentation at ACC.22 are not published and will not be disclosed outside of ACC and persons associated with the selection process (e.g., the peer review selection committee). Proprietary rights in any abstracts not selected for presentation at ACC.22, including copyright and all rights subsumed thereunder, shall remain with the submitting author and co-authors.
 - Please read the [Media & Communication Policies](#) carefully, it contains information about Late-Breaking Clinical Trial Presentations. Researchers who believe they have legal obligations to disclose information in advance of presentation should contact the ACC Media Department for guidance. In the event that an author's/presenter's work will be published in a major peer reviewed medical journal concurrent with the timing of the Annual Scientific Session, it is the responsibility of the abstract author/presenter to notify the ACC press office of the publication name and date as soon as possible. Doing so will allow ACC to work with the publication to coordinate embargo of the material.

Accepted Abstracts

The presenting author of an accepted abstract will receive an e-mail notification on Friday, December 20, 2021, containing presentation information. By submitting an abstract, if it is accepted, the author agrees to upload materials in order to complete an eAbstract in the online system for virtual learning by ACC.22 attendees as well as for archival purposes. **This is a requirement for all oral and poster presentations.**

To the extent any live, virtual or digital abstract presentation will include the participation of a patient or other individual, the abstract author(s) shall assume full responsibility for such presentation, including any and all liability arising therefrom for any reason. It shall be the sole responsibility of the abstract author to obtain all necessary consents from the patient(s) or other individuals included in the presentation, and to confirm to ACC that all necessary consents have been obtained prior to submission of the abstract for review by ACC.

The content in presentations shall be limited to medical, scientific, and research content which relates directly to the abstract. Presentations should not include any inappropriate or offensive content and should not include any political or related messages. Poster presentations that do not conform to this requirement are subject to removal.

Oral Presentation Policies

- All oral presentations will be programmed into ten (10)-minute time slots. Acceptance notifications will indicate the time and date of the presentation. While we hope people will be able to present in person, remote presentations are also permissible.
- All abstract presentations and question and answer periods will be conducted in English.
- Each oral abstract session in a pathway topic area will feature expert summary comments in a "year in review" talk.



- Oral abstract presenters must upload their presentation in advance. If you are presenting in-person, you must check in at the ACC.22 Speaker Service Center onsite at least four (4) hours prior to presentation. Speakers who miss this deadline will not be able to present. **You must check in at the front desk with a representative of the Speaker Service Center before sitting down at a station.** DO NOT take your presentation directly to the session room. Additional AV and speaker information will be available in February. For any remote presentations, additional information will be provided.
- Timed presentations must adhere to the schedule. Presenters and session chairs share equal responsibility for maintaining the schedule of talks, as well as question and answer segments. Please be sure to stay within your allotted time to ensure that any Q&A/Panel Discussion segments may occur. *One slide per minute is the recommended standard for presentations. Uploading more slides than this formula permits may not be allowed by the Presentation Management System.*
- A listing of the audiovisual hardware/software provided in each of the education rooms will be indicated in your notification. If you have any special audiovisual requirements, such as proprietary software, etc., you will be able to confirm requirements with the AV company when you receive a link to upload your presentation. All special requirements are subject to review for approval.

Poster Presentation Policies

Moderated Posters

- Posters accepted for moderated poster presentation will be assigned to a specific session for ACC. 22. The exact day and time of the session will be detailed in the acceptance notification.
- Moderated posters are electronic presentations that are uploaded into the eAbstract system and displayed onsite via plasma monitors.
- If you are unable to attend in person, your presentation will be included in the moderated poster session.
- There are two moderators/thought leaders assigned per session. Each poster presenter will have ten minutes to present; the remaining five minutes is for Q&A, which is where most of the "moderation" occurs and allows for audience interaction.
- Sessions will occur in Moderated Poster Theaters within the poster hall. The time of your presentation period will be outlined in your abstract acceptance letter. You will receive additional information in January on how to prepare your electronic presentation.
- Plain language summaries are not allowed in any part of the presentations, including links in a QR code, since they have not been peer reviewed.

Traditional Posters

- Accepted abstracts will be assigned as a traditional poster for ACC.22.
- Opportunities to present in person or to present digitally will be available.
- Notifications will be emailed on December 20, 2021, regarding acceptance disposition to the person who is designed as the "presenting author" for each abstract. **Presenting authors must confirm acceptance of the invitation by Wednesday, January 5, 2022.**
- Presenters must post disclosures for the presenting author and lead investigator on their poster board. Failure to follow these guidelines may jeopardize the presentation at this and future meetings.
- Plain language summaries are not allowed in any part of the presentations, including links in a QR code, since the summaries have not been peer reviewed.
- Your notification will contain the necessary instruction for in-person or digital-only presentation.



eAbstracts Policies

The ACC.22 Program Committee is committed to the use of an online abstract (eAbstracts) system for an interactive, self-study and archival purposes, which offers benefits to investigators/authors and users, both during and after ACC.22:

- Access based on applicable registration categories at ACC.22
- Increased exposure of research, including social media capabilities
- Interactive communication with presenting author via chat and email
- Enduring material and self-directed learning
- Robust search and browse functionality within the eAbstracts Viewer

All abstract presenters will be required to upload their presentation to the eAbstract system. The specific requirements will be outlined in your acceptance letter.

eAbstract kiosks will be available for attendees to browse onsite in Washington, DC.

Additional information and instructions will be sent to presenters in March.