

# Cardiovascular Summit

## COURSE DIRECTORS

Cathleen Biga, MSN, FACC  
Geoffrey A. Rose, MD, FACC  
Howard T. Walpole Jr., MD, MBA, FACC

FEBRUARY 17 - 19, 2022  
Marriott Marquis | Washington, DC

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## Abstract Submission Instructions

### Entering Abstract Information

#### A. Title

1. Do not bold, italicize, underline, superscript or subscript any items in the title.
2. Do not include authors in the title. If authors are entered in the title, they will be removed.
3. Do not include institutions in the title. If institutions are entered in the title, they will be removed.
4. Capitalize the first letter of all major words in the title as well as articles and conjunctions of four letters or more.
5. It is not necessary to capitalize prepositions four letters or longer in headings.
6. Do not use abbreviations in the title. Abbreviations may be used in the abstract body.
7. Do not end the title with a period.
8. If the title contains more than one statement, use only one space after a period or colon.
9. Do not use a comma before "and" in a series.
10. Use a comma for numbers of 1,000 and above.
11. Substitute a colon for a dash/hyphen except when using prefixes.
12. Do not use quotation marks in a title.
13. Hyphenate the first prefix word when there is more than one prefix word used such as Non-Anti...

#### B. Abstract/Poster Presentation Categories

1. Submit an abstract in one of the below categories, based on area of research:
  - a. Value-based care (Delivery of care where reimbursement is based on patient health outcomes)
  - b. Quality improvement (Systematic and continuous actions leading to measurable improvement in health care service and/or health status)
  - c. Care delivery and cost reduction (Operational, administrative, and financial processes to improve health care delivery and reduce health care costs)
  - d. Implementation science (Study of methods to promote the adoption and integration of evidence-based practices/interventions into health care)

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## C. Institutions and Authors

1. For the submitting author, list the complete name including a full first name and initials. Multiple word first names should be placed in the "Submitting Author First Name" field.
2. Indicate which category best applies to the submitting author: Physician; FIT/Early Career; CV Team Member.
3. Do not include title, degrees, or suffix in the "Submitting Author Last Name" field.
4. Enter additional authors into the "Additional Authors" field. Use the following format: First Name Last Name, First Name Last Name, etc.
5. List author groups in the "Additional Authors" field only for the name of an investigating team or if there are more than 9 co-authors.
6. The submitting author will be notified about the review outcome and selection process.

## D. Abstract

1. Click [here](#) to submit the abstract.
2. Abstracts MUST conform to specific size limits or they will remain in an incomplete status and will not be reviewed. Abstracts may not contain more than 1,900 characters, **not including spaces**. Each graphic or table equals 600 characters and is included as part of the 1,900 character limit. (This means if 3 tables or graphs are attached, these would count as 1,800 characters and only 100 characters would be allowed for Abstract Body.)
3. **Deadline** for submission: **11:59 pm EST, December 8, 2021**.

### Abstract Body/Text

1. Up to five unique abbreviations may be used in the body of the abstract. Spell out the complete phrase followed by the abbreviation in parentheses the first time the abbreviation is used. Abbreviations are *not* allowed in the title of the abstract.
2. Do not include the title in the abstract body.
3. Do not include authors and institutions in the abstract body. Any author or institution names included in the body will be removed.
4. The abstract must be presented in the following sequence, using the headings listed:  
**Background:** Provide relevant information regarding the background and purpose of the study, preferably in no more than one or two sentences.  
**Methods:** Briefly state the methods used.  
**Results:** Summarize the results in sufficient detail to support the conclusions.  
**Conclusions:** State the conclusions reached. It is not satisfactory to state "the results will be discussed."  
5. Proofread carefully for factual, spelling, and size errors. If published, the abstract will appear exactly as the online system confirmation shows.

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## *Clinical Implications*

1. In one sentence, state the main clinical implications (or significance) of the study.

## *Tables*

1. Each table or graphic equals 600 characters and is included as part of the 1,900 character limit. (This means if 3 tables or graphs are attached, these would count as 1,800 characters and only 100 characters would be allowed for Abstract Body.)
2. Tables should have a file type of "gif", "jpg", or "jpeg". Even though the abstract system may allow tables with a different file type to be uploaded, those tables will not be reviewed or reproduced if the abstract is selected.
3. Upload table(s) as a separate attachment if they are to be included with the abstract.

## *Graphics*

1. Each table or graphic equals 600 characters and is included as part of the 1,900 character limit. (This means if 3 tables or graphs are attached, these would count as 1,800 characters and only 100 characters would be allowed for Abstract Body.)
2. Graphics should be high resolution and have a file type of "gif", "jpg", or "jpeg". Even though the abstract system may allow a graphic with a different file type to be uploaded, those graphics will not be reviewed or reproduced if the abstract is selected.
3. Upload a graphic(s) as a separate attachment if it is to be included with the abstract.
4. As a reminder, large and or complex graphics may not be readable in print or electronic formats.

## **Disposition/Notification of Acceptance**

You will be sent a notification with the status of your submission via email by **late December, 2021**. If your abstract is accepted, you will be directed to provide financial disclosure information and to register for the course.

## **Withdrawals**

To withdraw an abstract, email **Jackie Massey** at ***jmassey@acc.org*** and provide the title of the abstract, as well as the submitting author's name. Your notification of withdrawal must be received by **January 7, 2022**.