



Abstract Policies and Procedures

(Policies and procedures as of September 12, 2023, and are subject to change at the discretion of ACC; any changes will be posted to the Cardiovascular Summit website)

The 2024 Cardiovascular Summit is accepting Abstract submissions until December 4, 2023, at 11:59 p.m. ET.
Please Note: This deadline will *not* be extended.

Please read the following instructions carefully.

Section 1 details the submission categories.

Section 2 has important information about submitting your abstract.

Section 3 contains information for accepted abstracts.

SECTION 1: Submission Categories

1. **Abstracts:** The objective of scientific abstract submissions is to identify and select the highest quality, original, novel, and contemporary research that will impact cardiovascular care for presentation and discussion during Cardiovascular Summit. Abstract submissions will be accepted in 4 different categories.
2. Abstracts may be submitted in one of the following categories:
 - **High Value Care Delivery** (Operational/administrative initiatives to reduce costs/improve efficiency of CV care delivery)
 - **Quality Improvement** (Systematic actions leading to measurable improvement in the effectiveness of CV care delivery)
 - **Implementation Science** (Methods to promote or scale the adoption of best practices in CV care delivery)

SECTION 2: Submitting Your Abstract

A: General Information

- The Cardiovascular Summit Abstract Committee ("Abstract 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.
- Accepted abstracts will be displayed as flatboard poster presentations at Cardiovascular Summit.
- All abstracts must be submitted in English.
- Investigators/Authors do not need to be ACC members to submit an abstract or otherwise participate in Cardiovascular Summit.
- ACC is unable to reimburse Cardiovascular Summit 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 Abstract Committee endorses the position of the American Association for the Advancement of Science in requiring assurances of the responsible use of animals in research. All submissions for consideration must be in compliance with these guidelines.

B: Submission Policies



- Cardiovascular *Summit* abstracts must be submitted by 11:59 p.m. ET on Monday, December 4, 2023. The American College of Cardiology (ACC) is not responsible for the review of abstracts that are not submitted by this deadline. *Please Note: This deadline will **not** be extended.*
- Notifications will be emailed on January 5, 2024, regarding acceptance disposition to the person who is designed as the “presenting author” for each abstract.
- If your abstract is accepted, your notification will contain complete presentation information.
- Submissions with “INCOMPLETE” status cannot be processed.
- There is no limit to the number of abstracts an author can submit. The submitting author is considered the presenting author, unless another co-author is appointed to present in the submission, and ACC staff are notified of the change.
- 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.
- Authors must follow all instructions for completing the submission. Please see the Submission Instructions for more information. Authors must structure the abstract content into Background, Methods, Results, and Conclusion sections.
- 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.
- Proofread abstracts carefully to avoid errors before they are submitted. The ACC is not authorized to make changes to a submission, including typographical errors. An abstract, if selected, will be reviewed exactly as submitted. Tables and graphics, if the submission quality is poor, will appear in the manner submitted.
- Adding or removing authors after the abstract submission deadline is not permitted.
- **If an author chooses to withdraw an abstract after the submission deadline, written notification must be sent to tguarino@acc.org by Monday, January 22, 2024.**

C: Registration for Cardiovascular Summit

- Submission of an abstract constitutes a commitment by the author(s) to present at Cardiovascular Summit if accepted. Failure to present and register for Cardiovascular Summit, if registration is not excused by ACC, will jeopardize future acceptance of abstracts submitted by the author.
- Presenters must register for Cardiovascular Summit in the appropriate category (member, nonmember, etc.) and will be provided a \$150 discount off the applicable rate.
- Registration is open. Check the [registration page](https://www.acc.org/cvsummit2024) for additional details (<https://www.acc.org/cvsummit2024>).
- If a person is both an abstract presenter and an invited speaker for *Cardiovascular Summit*, registration fee is waived.

D: Disclosure Policies



- Only presenting authors and lead investigators/authors are required to list their disclosure information if the abstract is selected. ACC does not require 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 to be listed on all posters for all presenting authors and lead investigators/authors if the abstract is selected.
- 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).
- Poster presentations **MUST CONTAIN** the disclosure information of the presenting author and lead investigator. Poster presentations submitted without disclosure information are subject to removal.

E: 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 (poster), 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 Cardiovascular Summit 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, nontransferable 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 Cardiovascular Summit and after any embargoes in place on Cardiovascular Summit 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 Cardiovascular Summit attendees in advance of or during Cardiovascular Summit. Notwithstanding, the authors are permitted to include a link to the abstract in the author's presentation.



- 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 Cardiovascular Summit will be disclosed to members of the Cardiovascular Summit Abstract 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.
- PDFs of accepted abstracts will be posted on the Cardiovascular Summit webpage on February 1, 2024.
- Abstracts not accepted for presentation at Cardiovascular Summit are not published and will not be disclosed outside of ACC and persons associated with the selection process (e.g., the Abstract Committee). Proprietary rights in any abstracts not selected for presentation at Cardiovascular Summit, including copyright and all rights subsumed thereunder, shall remain with the submitting author and co-authors.

Section 2: Accepted Abstracts Policies

A: General Information

All abstract presentations and question and answer periods must be conducted in English.

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.

B: Flatboard Poster Presentations

Flatboard Poster Presentations

- Accepted abstracts will be assigned as a flatboard posters for Cardiovascular Summit.
- Opportunities to present in person will be available.
- In-person flatboard presenters must print their poster to mount on a poster board in the poster hall. Dimensions of the poster board will be sent with acceptance information.
- 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 acceptance notification in January will contain the necessary instruction for in-person presentation.