



Abstract Policies and Procedures

General Information

- Investigators do not need be ACC members to participate.
- All accepted abstract presenters must register to obtain a hotel reservation and meeting badge.
 - [Please click here to register online](#). Individuals should register in the appropriate category (member, nonmember, etc.) and pay the fees appropriate for that category.
- Submitting authors will be notified via email on **December 14, 2017** regarding acceptance disposition.
- ACC is unable to reimburse faculty and abstract presenters for travel, hotel or per diem expenses.
- General Information subject to change due to circumstances beyond the ACC's control.

Policies

- Abstracts must be SUBMITTED BY 11:59 p.m. EST, on **October 31, 2017**. The American College of Cardiology (ACC) is not responsible for abstracts that are not submitted by this deadline date.
- Submissions that do not meet all the criteria listed will not be considered for review.
- Submission of an abstract constitutes a commitment by the author(s) to present if accepted. Failure to present and register for the meeting, if not justified, will jeopardize future acceptance of abstracts.
- There is no limit to the number of abstracts an investigator may submit. The submitting author is considered to be the presenting author, unless another co-author is appointed to present and ACC staff is notified of the change.
- Investigators should not submit the same research; 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.
- Investigators should submit their abstract to only one category. A submitter 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 forums and if duplication is found only the latest replicate will be forwarded for review.
- Follow all instructions for completing the submission. Be sure to structure the content into Background, Methods, Results and Conclusions sections.
- Clarity of expression will be considered in the review process. The overall quality of language used should assure comprehension by the reader.
- Use a maximum of five unique abbreviations in the body of the abstract. No abbreviations should appear in the title. 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.
- Any human experimentation must conform to the principles of the Declaration of Helsinki of the World Medical Association.
- The Planning Group 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 the guidelines.
- Authors will be required to provide disclosures for accepted abstracts. Failure of authors to provide disclosure information will result in the removal of an accepted abstract from the program.
- Each presenting author will be asked to comply with the ACC Disclosure Policy. Indication of the relationship and the associated commercial entity is required for each presenting author.



- Traditional flat board poster presentations **MUST CONTAIN** the disclosure information of the presenting author and lead investigator as a part of their poster board information. **Poster presentations without disclosure information will be removed from a poster board.**
- The submitting author acts on behalf of all co-authors and in submitting an abstract, transfers to the American College of Cardiology the copyright and all other rights in the material comprising the abstract if the abstract is accepted. Co-authors reserve the following: a) all proprietary rights other than copyright, such as patent rights; and b) the right to use all or part of the abstract in future works of their own. 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.
- 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.
- Primary responsibility for compliance with any disclosure or nondisclosure requirements resides solely with researchers and/or research sponsors.