



# Abstract Policies and Procedures

## Maximum Lengths

- **Title:** 20 words
- **Body of the abstract:** 350 words

## General Information

- All abstract presentations and question-and-answer periods will be in English.
- Investigators do not need be ACC members to participate.
- All accepted abstract presenters must register to obtain a hotel reservation and meeting badge. Individuals should register in the appropriate category (member, nonmember, etc.) and pay the fees appropriate for that category.
- ACC is unable to reimburse abstract presenters for travel, hotel, or per diem expenses.
- General Information subject to change due to circumstances beyond the ACC's control.

## Disposition/Notification of Acceptance

You will be sent a notification with the status of your submission via email on Wednesday, September 19, 2018 and directed to provide disclosure and registration information if accepted.

## Withdrawals

To withdraw an abstract, email Christi Plaster at [cplaster@acc.org](mailto:cplaster@acc.org) and provide her with the title of the abstract, as well as the primary author's name. Your notification of withdrawal must be received by Friday, October 5, 2018

<b>Deadlines &amp; Dates</b>	All abstracts must be SUBMITTED by 11:59 PM ET on Thursday, August 9, 2018 in order to be considered. The American College of Cardiology (ACC) is not responsible for abstracts that are not submitted by this deadline date.
<b>Disclosures</b>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• Your 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.</li> <li>• Primary responsibility for compliance with any disclosure or nondisclosure requirements resides solely with researchers and/or research sponsors.</li> </ul>

<b>Confidentiality</b>	<ul style="list-style-type: none"> <li>• All abstracts submitted in connection with ACC regional conferences are disclosed to members of the peer review selection committee, as well as to ACC employees and contractors as necessary.</li> <li>• 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.</li> </ul>
<b>Human Experimentation &amp; Use of Animals in Research</b>	<ul style="list-style-type: none"> <li>• Any human experimentation must conform to the principles of the Declaration of Helsinki of the World Medical Association.</li> <li>• 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.</li> </ul>
<b>Copyrights and all other rights</b>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> </ul>
<b>Good to Know</b>	<ul style="list-style-type: none"> <li>• Clarity of expression will be considered in the review process. The overall quality of language used should assure comprehension by the reader.</li> <li>• Abbreviations increase the difficulty of reading and evaluating abstracts, which will be considered in the review process.</li> </ul>
<b>Submission Policies</b>	<ul style="list-style-type: none"> <li>• Submissions that do not meet all the criteria listed will not be considered for review.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> <li>• Abstracts are not eligible for consideration if the paper has been presented at a previous ACC Annual Scientific Session.</li> </ul>