

CHI Research & Audit Day 24th May 2024
Abstract Submission Guidelines

Submission deadline: Wednesday 10th April 2024

Abstracts will be reviewed by a panel of expert reviewers and may be selected for oral presentation.

Please select the abstract category:

- Clinical Audit
- Basic & Translational Research
- Retrospective Clinical Research (includes case-control studies, retrospective chart reviews and systematic reviews)
- Prospective Clinical Research (includes clinical trials, other interventional research and observational studies)
- General

Submission of an abstract to the CHI Research & Audit Day carries with it the implication that ALL authors have read and reviewed the submission. All authors must be afforded an opportunity to review and comment on the submitted abstract in advance of the deadline. Abstracts may be withdrawn but not altered after the deadline.

Important: When submitting your abstract, please ensure to only include contact details for presenting author.

Whilst reports of individual cases (case reports) with unique scientific or educational value will be considered, they must enhance clinical practice or diagnostic understanding to be accepted. In the interest of maintaining high scientific standards only those abstracts passing peer review will be accepted. Submissions are limited to one abstract per Lead Author.

Abstract should be submitted with font size of the text not smaller than 11. The initials and surname of the authors should appear below the title without titles or degrees, e.g. J Murphy. The departments, institutions and cities should be listed next.

The abstract should include the following elements:

- 1) Title: (in block capitals)
- 2) Introduction/Background: a brief discussion of the background or rationale of the study and/or questions addressed
- 3) Materials and methods: the experimental approach, materials, and methods used in the study
- 4) Results: the data and results obtained in the study
- 5) Conclusions: the conclusions and/or implications of the results

The main body of the abstract must not exceed 350 words (this does not include abstract title, authors or references) and should be single line spacing. **No tables/graphs are permitted.** When using abbreviations, spell out the full name when first cited.

Please note that references are not required to be included on the abstract submission.

You will receive confirmation of your abstract submission from the online submission system. If you do not receive this confirmation, your abstract has not been submitted correctly. In case of any issues, please contact Sinead on: sinead@sineadcassidy.com