

## INSTRUCTIONS FOR SUBMISSION OF ABSTRACTS

# Deadline for submission: 15 October 2007

Abstracts may only be submitted using the electronic abstract form on the website at: [www.eapcnet.org/research2008](http://www.eapcnet.org/research2008).

### **The importance of abstracts**

**The Scientific Committee will build a major part of the conference programme on submitted abstracts. For this reason the abstract deadline must be set early.** Four types of presentations are foreseen. The poster presentation will be highlighted in dedicated Poster viewing sessions, including guided poster tours by faculty members. In poster discussion sessions selected posters will be discussed. 16 to 18 free communication sessions are planned which will include up to 108 oral presentations. Furthermore, the Scientific Committee will select 4 outstanding abstracts for presentation in two of the three plenary sessions.

All accepted abstracts (both oral and poster presentations) will be published in “Palliative Medicine” (the Research Journal of the EAPC), and on the Congress website.

### **Purpose of the abstract**

Authors should remember that the abstract allows the reviewers and the Scientific Committee to make an informed decision about the quality of the research and its suitability for inclusion in the scientific programme. Abstracts also provide conference participants with written information about each presentation.

### **Criteria for abstract submission**

Abstracts will only be considered by the Scientific Committee if they meet certain criteria.

- The abstract text **cannot exceed** 2000 characters (including space, excluding title and authors).
- Abstracts must be written in English, abbreviations may be used.
- The abstract text must not contain any information about the presenters or institutions involved, to facilitate the blind review process.
- References are not required in abstracts. If supplied, they are included in the character count.

# 5<sup>th</sup> *Research Forum of the European Association for Palliative Care*

*Trondheim, Norway 29 – 31 May 2008*



- Intentional studies (studies without data or results) will NOT be accepted
- Although case reports, will be considered by the scientific committee, authors should be aware that such abstracts will be given a lower priority.
- Abstracts of empirical studies must outline the:
  - research aims – please state the specific object of study
  - sampling frame (where appropriate)
  - methodology adopted - state method used
  - method of statistical analysis
  - results (also abstracts with preliminary results will be considered)
  - conclusions

For more information, please see our homepage: [www.eapcnet.org/research2008](http://www.eapcnet.org/research2008).

## **Presentation type**

Authors must indicate whether they will accept to give an oral presentation if their abstract should be chosen. The final decision about the type of presentation suitable for the programme will be made by the Scientific Committee.

## **Abstract categories**

The Scientific Committee had devised a list of research categories in order to group the abstracts into various themes. Many abstracts could fit in more than one category. The indication of the abstract submitter can be re-categorized by the reviewer and also by the scientific committee in order to shape the final programme.

Authors must choose from the following list the category that most closely describes the content of their submission:

## **Symptoms**

- Pain
- Dyspnoea & breathlessness
- Fatigue & cachexia
- Cognitive symptoms and delirium
- Other symptoms

## **Topic areas**

- Assessment & measurement tools
- Audit & quality control
- Basic & translational research
- Bereavement
- Evaluation of education programmes
- End of life care & quality of death
- Epidemiology
- Ethics
- Family & care givers
- Medical sociology

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- Psychology & communication
- Research into policy
- Research methodology
- Research into the organization of services

## **Specific pathologies & patient groups**

- Cardio-pulmonary diseases
- HIV / AIDS
- Neurological disorders
- Other non-cancer
- Palliative care in elderly
- Paediatrics

The categories may be changed (*updated*) after the publication of this announcement. Please see our homepage for updates.

## **Review Process**

The Scientific Committee will base its decisions on the assessment of independent reviewers. All abstracts will be reviewed blind by three independent reviewers according to the following criteria:

- Aims-Background-Context (Relevance of hypothesis, clearly state aims).
- Quality of Method (Sampling, Data collection, Analytical strategy; Stringency of theoretical position, reference to relevant knowledge base, etc.).
- Relevance to Palliative Care (All abstracts should demonstrate relevance to some aspect of palliative care practice, policy or research work, or make a contribution to a relevant theoretical or methodological debate).
- Originality of Research (Is new data being presented? Stringency of Arguments when repeating previous work).
- Clear Presentation of Results (Data Interpretation, Statistical Power, Application to Palliative Care Practice, etc.).
- Conclusions (supported by the data presented, quality of interpretation of own work)

## **Handling Procedures**

Once the electronic submission is concluded the first author will receive an automatic confirmation by email with an abstract number to which he/she will need to refer for any inquiries.

Authors will be notified of the decision of the Scientific Committee in January 2008. They will need to confirm their attendance at the Forum and register within one month of notification. Please note that publication of the selected abstract(s) and inclusion in the scientific programme, is subject to the payment of the registration fee of the presenting author.