



CALL FOR ABSTRACTS

Instructions for authors

The Organising Committee invites prospective authors to submit their abstracts for presentation at the Annual Scientific Meeting of the Australian and New Zealand College of Anaesthetists and Faculty of Pain Medicine on 3-7 May 2024. The meeting will be held in-person in Brisbane.

Submissions are invited in the following categories:

- Audit, quality improvement or critical appraisal of a topic
- Case reports
- Original research
- Survey
- Clinical Practice Improvement Project (ANZCA Trainee Quality Improvement Prize)

Authors must ensure information regarding ethics approval and patient consent is included with their abstract submission.

Authors are requested to submit their abstract online in electronic format. The online abstract submission system will allow you to type or copy and paste the abstract information into a specific field. You will **not** be able to upload your word/PDF formatted abstract into the system. It is not possible to include tables or graphs in your abstract.

All presentations will be in electronic poster (ePoster) format except for those selected for the Gilbert Brown Prize Session, ANZCA Trainee Academic Prize Session, and FPM Dean's Prize and Best Free Paper Session, which will be oral presentations. A number of ePosters will also be selected for moderated ePoster sessions.

Important notes

- Abstract submissions will close at **11.59pm AEDT, Sunday 21 January 2024**. Please note we are **unable to accept** any abstract submissions after this date.
- **Please ensure you submit your abstract well in advance of this date to ensure you complete the submission process and have sufficient time to clarify any queries prior to the call for abstracts close.**
- Accepted authors will be required to attend the ASM in-person, as well as deliver their presentation in-person (if applicable).
- You should ensure that you obtain the relevant consent and approvals **before** submitting your abstract and ensure your abstract meets all consent and ethics requirements applicable to your institution and location.
- You may be asked for more information during the assessment of your abstract. If you do not have the required consent or approvals, your abstract will not be accepted to the meeting.

LIMITLESS

ANZCA ASM 2024 3-7 May, Brisbane

- Abstracts will only be considered for ASM prizes if they have not previously been presented orally at a scientific meeting, or published in a journal.
- Notification of acceptance will be sent to the presenter via email early March 2024, to allow accepted presenters to register prior to close of early-bird registration.
- All presenters must register as an **in-person delegate** for the ASM for a minimum of two days, prior to **Monday 11 March 2024** (close of early-bird registration). Your abstract will **NOT** be included in the final program if you fail to register by this date.
- Your abstract should not exceed 3500 characters including spaces (approximately 600 words) including references. A maximum of three (3) references are allowed and are included in the word limit. **Tables, graphs, diagrams, symbols, scientific characters or internet links are not accepted.**
- The submitting author of an abstract will ALWAYS receive an email confirmation confirming receipt of their abstract submission. Please check your junk folder as it may have ended up there. If you do not receive an email confirmation within 24 hours, please contact the [ANZCA ASM team](#).

Abstract categories

- Anaesthesia
- Pain Management

Submission guidelines

- **Number of submissions:** Authors may submit more than one paper, with the following exception: Applicants may submit only **one** abstract for consideration for presentation in the Gilbert Brown Prize session.
- **Eligibility:** Abstracts will only be considered for ASM prizes if they have not been orally presented or published in a journal. Your abstract remains eligible for submission if it has been displayed at a scientific meeting i.e. as an ePoster.
- **Language:** English is the official language of the meeting and should be used in all abstract submissions, publications and presentations.
- **Acknowledgement of receipt:** The submitting author of an abstract will ALWAYS receive an email confirmation confirming receipt of their abstract submission. Please check your junk folder as it may have ended up there. If you do not receive an email confirmation within 24 hours, please contact the [ANZCA ASM team](#).
- **Changes after submission:** You can update your abstract/s at any time through the abstract submission portal prior to the close date, **11.59pm AEDT, Sunday 21 January 2024**. No changes to abstracts will be accepted after this date.
- **Review and selection:** Abstracts will be reviewed by the Abstract Review Committee. Selection will be based upon relevance to theme; originality and interest; clinical and research content, and state of completeness.
- **Mode of presentation:** All presentations will be in ELECTRONIC POSTER (ePoster) FORMAT except prize presentations which will be ORAL presentations. There will be selected moderated poster sessions where authors will need to be available to present their ePoster

and answer questions about their work. Full details of e-poster and oral presentation format will be supplied after acceptance is confirmed.

- **Notification of acceptance:** Authors will be notified if their abstract has been accepted in early March 2024, prior to the close of early-bird registration.
- **Registrations:** Accepted authors are required to register for the ASM as an in-person delegate for a minimum of two days and pay the registration fee by **Monday 11 March 2024** (close of early bird registration). Failure to do so will result in exclusion from the final program.
- **Publication:** A selection of abstracts presented in ASM prize sessions will be chosen to be submitted for publication in either the Anaesthesia and Intensive Care (A&IC) Journal or the Pain Medicine Journal. **Authors MUST include their ethics approval number, Clinical Trials Registry (if applicable) and note if they have a conflict of interest in the body of their abstract if they wish for it to be considered for publication.**

All abstracts submitted for publication to the A&IC Journal or Pain Medicine Journal must comply with the journal publication requirements. It is the submitter's responsibility to ensure that their abstract is not published by more than one source. Abstracts cannot be published if they have been previously published in a journal, letter or other online source. You **MUST** declare if your abstract has been submitted to another conference or meeting and confirm if it has or will be published by another source.

Authors submitting an abstract for an ASM prize session and if accepted wish for their abstract to be considered for publication, must review the publication requirements for the relevant journal prior to submitting their abstract for the ASM. If you are submitting an abstract for the FPM Dean's Prize or FPM Best Free Paper Award, please review the [Pain Medicine Journal requirements](#). Authors submitting for all other ASM prizes are required to review the [A&IC Journal requirements](#).

- **Conflict of interest:** As per the [A&IC author guidelines](#), authors must declare in their abstract whether or not they have a conflict of interest, i.e. personal, professional or business affiliation relevant to the paper. This should be noted in the body of their abstract if they wish for it to be considered for publication.

Abstract format

- **Word limit:** Excluding title, authors (full given first name and family name) and institution, the abstract must not exceed 3500 characters and spaces (approximately 600 words). In MS Word, this count can be determined from the 'tools menu'. Any references must be included in this allowance. If you exceed this limit, the excess text will NOT appear in the published abstract.
- **Abstract title:** The abstract title must be in sentence case [**initial Capital followed by lower case**], e.g. The online abstract submission. The title should be brief and descriptive.
- **Author information:** Author and co-author names (full given first name and family name), affiliations, cities and countries
- **Abstract text:** All abstracts must be written using the following format:

- **Audit, quality improvement or critical appraisal of a topic, original research and survey** abstracts should:

Start with an untitled introductory paragraph and be followed by the following sub-headings (in bold)

Methods

Note: Submissions for the ANZCA Trainee Quality Improvement Prize must address the below specified criteria for the relevant abstract category in the methods section.

Audit:

- Context - where, when, who
- Measures – what and how

Clinical appraisal of a topic:

- Inclusion/exclusion criteria
- Sources used
- Key words/subject headings used

Clinical practice improvement:

- Clear identification of Subject population
- Clear identification of Data – what, how and by whom it was collected
- Time frame for intervention

Results

Discussion

Acknowledgements

References (maximum of three)

References should be cited within the body of the abstract, using the following format [1], [2, 3]. Superscript references should not be used.

- **A case report** abstract should:

Start with an untitled introductory paragraph and be followed by the following sub-headings in **bold**.

Description

Discussion

Acknowledgements

References (maximum of three)

References should be cited within the body of the abstract, using the following format [1], [2, 3]. Superscript references should not be used.

Authors MUST include their ethics approval number, Clinical Trials Registry (if applicable) and note if they have a conflict of interest in the body of their abstract if they wish for it to be considered for publication.

Please do not type in your abstract within the submission page. Being internet based, each page on the submission site only remains open for 15 minutes before automatically closing. Type your submission on a text document (e.g. MS Word) and copy and paste it into the abstract text field.

ASM Prizes

Please note prospective authors must meet the eligibility criteria for the below prizes by 12 midnight (AEDT) on 1 March 2024.

Gilbert Brown Prize

The Gilbert Brown Prize is a prestigious prize that is awarded annually at the ASM. Eligibility for the prize shall be limited to fellows of the college and the Faculty of Pain Medicine within eight years* of admission to fellowship of ANZCA. In the case of fellows who also hold a specialist qualification from another college or equivalent, eligibility for the prize shall be limited to fellows within eight years* of obtaining their original specialist qualification in anaesthesia or pain medicine. The presentation must be delivered by the candidate who has submitted the abstract. Applicants may submit only one abstract for consideration for presentation in the Gilbert Brown Prize session. The prize takes the form of a medal and will be accompanied by a grant of \$A1000 for educational purposes. The Gilbert Brown Prize winner will also receive a certificate recognising the award. Please note only one abstract per author can be entered for consideration for this prize. * *Taking into account career disruption.*

ANZCA Trainee Research Prize (formerly the Trainee Academic Prize)

The Trainee Research Prize shall be awarded to the trainee or fellow, within one (1) year* of award of the Diploma of Fellowship who is judged to make the best contribution at the Trainee Academic Session – Trainee Research Prize - held as part of the Annual Scientific Meeting (ASM). Prospective authors must meet the eligibility criteria by 12 midnight (AEDT) on 1 March in the year of the ASM. This Session will only be open to trainees or fellows to present material related to their research whilst a trainee. The prize will take the form of a medal, and be accompanied by a certificate recognising the achievement. * Taking into account career disruption.

ANZCA Trainee Quality Improvement Prize

The Scholar Role Subcommittee (SRSC) have introduced this specific prize for a scholar role activity to raise awareness to the importance of quality improvement activities and to recognise exceptional work in:

- **Critical appraisal of topic**
- **Audit**
- **Clinical Practice Improvement Project**

The Trainee Quality Improvement prize shall be awarded to the trainee or fellow, within one (1) year* of award of the Diploma of Fellowship by 12 midnight (AEDT) on 1 March 2024 who is judged to make the best contribution at the Trainee Academic Session – Trainee Quality Improvement Prize - held as part of the Annual Scientific Meeting (ASM). This session will only be open to trainees or fellows to

LIMITLESS

ANZCA ASM 2024 3-7 May, Brisbane

present material on the importance of quality improvement activities and to recognise exceptional work in either:

- **Critical appraisal of topic**
- **Audit**
- **Clinical Practice Improvement Project**

Prospective authors must meet the eligibility criteria by 12 midnight (AEDT) on 1 March in the year of the ASM. The prize will take the form of a medal and be accompanied by a certificate recognising the achievement. * *Taking into account career disruption.*

FPM Dean's Prize

The FPM Dean's Prize is awarded for original work presented in the area of pain, judged to be a significant contribution to pain medicine and/or pain research. Eligibility is limited to Faculty of Pain Medicine trainees, or fellows of FPM within eight (8) years* of admission to fellowship of the FPM. Elected fellows must be within eight (8) years* of admission to their original fellowship by 12 midnight (AEDT) on 1 March in the year of the ASM. The prize takes the form of a certificate and a grant of \$A1,000 for educational or research purposes and will be awarded at the FPM Annual General Meeting. * *Taking into account career disruption.*

FPM Best Free Paper Award

The Best Free Paper Award is awarded for original work judged to be the best contribution to the free paper session of the Faculty of Pain Medicine. The faculty free paper session is open to all ASM registrants. The prize takes the form of a certificate and a grant of \$A500 for educational or research purposes and will be awarded at the FPM Annual General Meeting.

ePoster Prizes

The 2024 ASM Regional Organising Committee will select two posters to be awarded a prize under the following categories.

ASM 2024 Open ePoster Prize

The prize of \$A500 is to be used for recognised educational purposes. The Open ePoster Prize will be awarded to the author(s) of the poster judged to be the best of those submitted in terms of originality, scientific rigor and quality of presentation.

ASM 2024 ANZCA Trainee ePoster Prize

This prize of \$A500 is to be used for a recognised educational purpose and will be awarded to the author(s) of a poster presented at the annual scientific meeting (ASM) by an ANZCA trainee or fellow within one (1) year* of award of the Diploma of Fellowship which the Regional Organising Committee considers best of those submitted in terms of originality, scientific rigor and quality of presentation.

LIMITLESS

ANZCA ASM 2024 3-7 May, Brisbane

Career disruption

A career disruption involves a prolonged interruption to an applicant's capacity to work, due to:

- *Pregnancy.*
- *Major illness/injury.*
- *Carer responsibilities.*

Interruptions must involve either a continuous absence from work for periods of 28 calendar days or more and/or a long-term partial return to work that has been formalised with the applicant's employer.