

ILLINOIS COLLEGE OF EMERGENCY PHYSICIANS  
Spring Symposium *LIVE* – Thursday, May 19, 2022

ABSTRACT RULES AND SUBMISSION FORM

Deadline: **Monday, February 21, 2022**

- ***Only electronic submissions will be accepted. This form is available for download on the ICEP website at [www.icep.org](http://www.icep.org). All abstracts should be sent to Lora Finucane at [loraf@icep.org](mailto:loraf@icep.org). This form may be duplicated for additional submissions. All submissions must be typed.***
- ***The deadline for submission of abstracts is **Monday, February 21, 2022** at 4:30 pm Central Time. This deadline will be strictly enforced.***
- ***Please attach a blinded copy of the research abstract for judging purposes.***
- ***Research Abstract guidelines are:***
  - 400-word count limit
  - Maximum of 1 table or figure
  - Structure headings include Background, Objective, Design/Methods, Results, Conclusion and Impact. See Attached Sample Layout.
- ***Helpful Writing Tips:***
  - Your Objective statement should naturally lead to your Conclusion
  - Your Methods should explicitly define the type of study (e.g., retrospective vs prospective; chart review; randomized control; survey), enrollment period (e.g., 1/1/16 – 12/31/16), and inclusion/exclusion criteria
  - Your Methods should explicitly define your analytic strategies (e.g., descriptive, Fisher exact, multiple linear regression)
  - There is no need to mention IRB oversight (this is understood)
  - Your Results should explicitly disclose your N (# of subjects)
  - There is no need to mention limitations
  - Use a leading zero for all decimal figures (e.g., 0.3)
  - Include a space between a value and its units (e.g., 120 mmHg rather than 120mmHg)
  - Do not mention your institution or hospital anywhere in the abstract
  - Case reports are not eligible for submission

- **Research Abstract Scoring guidelines are:**

- **A 14-point scoring system has been developed by the Research Committee. Understanding the criteria below will help optimize your Abstract submission.**

**Objective**

- 0=No stated hypothesis or objective
- 1=Stated hypothesis or objective difficult to test
- 2=Clearly stated and testable hypothesis or objective

**Design/Methods**

- 0=Chosen design not stated or chosen design did not test the stated hypothesis
- 1=Chosen design is reasonable for study objective
- 2=Chosen design is ideal for study question

**Outcomes**

- 0=Chosen outcomes are not stated or inappropriate for study objective
- 1=Chosen outcomes are reasonable for study objective, but not the best
- 2=Chosen outcomes are ideal for study objective

**Results**

- 0=Critical data to interpretation of study absent
- 1=Study size stated and acceptable for the research question
- 2=Study size acceptable and statistics, if applicable, adequate

**Conclusion**

- 0=Conclusion not supported by data
- 1=Conclusion partially supported by data
- 2=Conclusion fully supported by data

**Impact**

- 0=Study will not change EM practice or make no meaningful contribution to current fund of knowledge
- 1=Study will possibly change EM practice or modestly contribute to current fund of knowledge
- 2=Study will definitely change EM practice or significantly change current fund of knowledge

**Quality of Writing and tables/figures**

- 0=Poor
- 1=Generally good
- 2=Exceptional

**Maximum total score = 14**

***ICEP has adopted COVID-19 protocols for all in-person activities. All participants must be fully vaccinated and be able to provide proof of vaccine and photo identification such as a driver's license 24 hours prior to the event to receive name badges. An actual vaccination card, photo of the card, or an app such as My Bindle will be accepted. If participants have a medical exemption to the vaccine they will be required to show proof of a negative COVID-19 test 24 hours prior to the event. More details about the policy can be found at [www.icep.org](http://www.icep.org)***