

## **2024 ACCP Annual Meeting Frequently Asked Questions**

### **What are the deadlines for abstract submission?**

June 15, 2024: Abstract submission deadline for all abstract categories, except Research-in-Progress.

August 15, 2024: Abstract submission deadline for Research-in-Progress abstracts (Students and Residents and Fellows, only)

### **What are the notification dates for accept/decline decisions?**

August 15, 2024: Notification of acceptance or declination of abstracts for all abstract categories, except Research-in-Progress no later than this date.

August 30, 2024: Notification of acceptance or declination of abstracts for Research-in-Progress (Students, Residents and Fellows, only) no later than this date.

### **Do I have to be an ACCP member to submit an abstract to the 2024 ACCP Annual Meeting?**

No. All investigators in the field of clinical pharmacy and clinical pharmacology are welcome to submit abstracts.

### **Do I have to be registered for the meeting to present my poster?**

Yes. All poster presenters *must* be registered for the meeting to present their poster. Presenters must either be registered for the full meeting or have a one-day registration for the day of their presentation.

Poster presenters *do not* qualify for guest registration. The guest registration is reserved for non-pharmacists, non-health professionals, and/or non-researchers attending the Annual Meeting. This registration category was established primarily to accommodate family/significant others who might wish to attend a spouse's/family member's/friend's presentation or a social event during the meeting.

### **Question 5: Does ACCP offer travel stipends or complimentary registration to poster presenters?**

ACCP offers travel stipends and/or complimentary meeting registrations to help defray the costs students, residents and/or fellows incur when traveling to attend an ACCP national meeting. Student Travel Awards and Resident/Fellow are administered through the ACCP Foundation and are funded by the Student Travel Award Fund and Resident/Fellow Travel Award Fund, respectively.

Students, for more information and to apply visit: <https://www.accp.com/stunet/award.aspx>.

Residents and fellows, for more information and to apply visit:

<https://www.accp.com/membership/resfelAward.aspx>.

In addition to ACCP Student/Resident/Fellow Travel Awards, some PRNs also provide travel awards to defray costs associated with attending the ACCP Annual Meeting.

Students, for more information on the PRN travel awards and to apply, visit:

<https://www.accp.com/stunet/award.aspx>.

Residents and fellows, for more information on the PRN travel awards and to apply, visit:

<https://www.accp.com/membership/resfelAward.aspx>.

### **How many characters can be included in my abstract?**

All abstract categories have a 300 word-count limit, including tables. This abstract word limit does not include the abstract title, author names/affiliations or ACCP required headers. Encore abstracts are *excluded* from this word-count limit.

### **May I include a table, graph, or image in my abstract?**

Tables may be included in the abstract. Figures and images are not permitted within abstracts, with the exception of Encore abstracts. (Encore authors, please email Shelly Enders ([senders@accp.com](mailto:senders@accp.com)) if you have a figure within your abstract.)

### **Do I have to enter my abstract in a specific format?**

All abstracts, except for Encore abstracts, must conform to a structured format, and include ACCP-required headings. The required headings differ based on submission category. See the general instructions section for each abstract category for the required headings.

### **Can I revise my abstract after it has been submitted?**

You can revise/edit your abstract until the submission deadline. After the deadline, abstracts cannot be revised/edited.

### **If I would like to withdraw my abstract, what should I do?**

To withdraw your abstract prior to the abstract deadline, log in to the submission site and withdraw your abstract. After the abstract deadline, email Shelly Enders at [senders@accp.com](mailto:senders@accp.com) to have your abstract withdrawn.

### **When and how will I receive notification about the status of my abstract in the program?**

Presenting authors will receive email notification of acceptance or declination.

August 15, 2024: Notification of acceptance or declination of abstracts for all abstract categories, except Research-in-Progress no later than this date.

August 30, 2024: Notification of acceptance or declination of abstracts for Research-in-Progress (Students, Residents, or Fellows) no later than this date.

**May I submit my abstract to the 2024 ACCP Annual Meeting if it was previously presented as Research-in-Progress at another meeting?**

Yes, work presented previously as research-in-progress may be presented as a *new* abstract when the research has been completed.

In addition, a previously presented abstract may form the basis for a *new* abstract to be submitted (i.e., not an Encore presentation) for consideration in the Original Research category if the previous abstract:

1. was a descriptive report of planned research only,
2. described preliminary results only and complete results are now available (i.e. Research-in-Progress),
3. was presented at a student, resident, or fellow conference focused on gaining presentation experience and/or formative feedback,
4. was presented at an ACCP Chapter or PRN event, or
5. conclusions have been added/modified based on a new hypothesis and data analysis of the original results database.

**May I submit my abstract to the 2024 ACCP Annual Meeting if it was already presented at another meeting?**

Original research findings presented elsewhere, but important to clinical pharmacy, are encouraged as “Encore” submissions.

- Abstracts submitted for Encore Presentations must not be modified from the previously presented/published version. This includes the title, authors, and abstract body. The presenting author may change, but the presenting author must be an author on the original abstract.
- The same abstract may not be presented at more than one national ACCP event.
- Only the abstract title and authors will be published in *JACCP*.

**May I submit work that was already published as a manuscript?**

No. The submitting author must verify at the time of submission that the manuscript will *not* have been published *prior to* presentation at the 2024 ACCP Annual Meeting.

**If I am a co-author on an abstract, can I give the presentation?**

Yes. The person presenting the poster MUST be listed as an author on the corresponding abstract (including Encore Presentations).

**If I am unable to attend the 2024 ACCP Annual Meeting to present my poster, will my abstract still be published in *JACCP*?**

No. All posters MUST be presented by an author at the assigned time for it to be published in an official journal of ACCP after the meeting. Important Note: All accepted abstracts presented during the Annual Meeting, excluding "Encore" and "Research-in-Progress" posters, will have full-text abstracts published online in the Journal of the American College of Clinical Pharmacy (JACCP). Only the abstract title, authors, and original citation will be published for "Encore" presentations.