

Guidelines for the MAPA Fall 2014 CME Conference

Poster Session 2014

Welcome to the MAPA Fall 2014 CME Conference Poster Session. The poster session will occur during the conference on October 23-26, 2014 at the Cambridge Hyatt Regency Hotel in Cambridge, MA, 575 Memorial Dr. Cambridge, Massachusetts, USA, 02139

General Information

Poster abstracts must be submitted electronically no later August 30, 2014, 11:50pm Eastern Standard Time. Abstracts will be reviewed and notification of acceptance will be sent no later than September 19, 2014. Acceptance will be based on the quality of the project, clarity of the abstract, relevance, and adherence to guidelines. Submitting authors must disclose any financial conflicts of interest for any of the authors, whether known or potential. Any external sources of project funding should be disclosed at the time of abstract submission.

Individual authors may submit up to three abstracts as first author. All authors must approve of the final version of the poster before it is submitted. Individuals can be named as an author if they played a significant role in the guidelines of authorship:

- 1) Conception and design of the project
- 2) Data analysis and interpretation
- 3) Drafting and/or revising the poster

Administrative support, financial support, or in-kind support alone do not constitute authorship unless coupled with the guidelines above.

Abstracts should be submitted electronically in a Word document format or a PDF format to MAPA@chamberlainmedical.com. Tables and figures should be included in the document. The names of authors should not be present in the abstract document in order to ensure a blinded review process. The separate Author Information Form can be downloaded from the conference website and should be submitted electronically along with the abstract (this is where the author names should be listed).

Any expenses associated with the preparation, submission, or presentation of the poster are the responsibility of the presenter. The presenting author of the poster must be registered with the conference in order to present. For more information about registration and costs please contact MAPA@chamberlainmedical.com or call (508) 998-6000.

Poster Abstract Formatting Guidelines

The body of the abstract must be limited to a 350 word count (not including the title, tables, and figures). Abstracts should be written in the following format:

- Title
 - Introduction/Background
 - Methods/Materials
 - Results
 - Conclusion
- Tables and Figures (if applicable)

Abbreviations should be avoided. Generic drug names should be used. Once an abstract is submitted it will be accepted as is and cannot be changed. Once an abstract is accepted, the submitting author will be notified and will receive specific instructions for poster preparation. These include poster size limitations, basic poster template, and a poster number for the forum.

Acceptable Poster Abstract Categories

- Masters' projects
- Original research
 - a. Clinical
 - b. Educational
- Quality improvement projects
- Global health experience
- Community based projects
- PA advocacy projects

Masters' Projects

An abstract can be based on a master's degree project. PA students perform a variety of masters' projects including: original research, literature review, community service, quality improvement project, etc. Some masters' projects do not require the student to collect and analyze data. A student will be permitted to submit the work they have done for a master's project without finalized data. In order to do this, the last section of the abstract (conclusions) should discuss the next steps for addressing the gaps in knowledge or the issues at hand.

If a student has completed an entire project including the collection and analysis of original research data or the completion of one of the other described project types, the student should submit their abstract to one of the other appropriate categories.

Original Research

This category is for an original research project that would be of interest to clinicians and/or medical educators. These projects would typically take place in a clinical research setting or PA education environment and look at topics related to: healthcare services, clinical research, or educational research. These are projects with data that have already been collected and analyzed and are ready to present preliminary findings or final conclusions.

Quality Improvement Projects

Abstracts can be based on quality improvement projects. These are typically in the clinical setting and have a healthcare team-based approach. These projects involve a process improvement with a clinical outcome to be measured (e.g. new hand-washing initiative reduced central line infections, printed patient instructions improved medication compliance, phone-call reminders reduced the office appointment no-show rate, etc.) These types of projects are also representative of the new PI-CME maintenance of certification requirements for PAs.

Global Health Experience

Clinical PAs and PA students are welcome to create an abstract describing their experiences in a global health setting. This can include an established international setting or a developing country experience. The abstract should be structured with a description of the healthcare needs in the Introduction, the methods for delivery of care and the scope of the project in the methods section, the amount of care and type of care delivered in the results section (e.g. how many patients seen, what were the common diseases treated, what treatments were given, etc.), and a discussion of the next major steps needed to create a sustainable program and address the healthcare gaps in the region.

Community Based Projects

Projects undertaken to serve the healthcare needs of a community or a specific patient population can be described as an abstract. These posters should highlight the effect that the project had the community. The abstract should be structured with a description of the healthcare needs and setting in the Introduction, the methods for delivery of care and the scope of the project in the methods section, the amount of care and type of care delivered in the results section (e.g. how many patients seen, what were the common diseases treated, what treatments were given, etc.), and a discussion of the next major steps needed to create a sustainable program and address the healthcare gaps in the community.

PA Advocacy Projects

Projects that are intended to promote the PA profession and advance PA practice can be described as an abstract. These can include public relations and legislative projects. The abstract should be structured with a description of the purpose and background in the introduction, the methods of outreach and advocacy including scope and audience in the methods section, the audience reached, partnerships built, legislative effects accomplished in the results section, and a discussion of the impact of the project along with any next major steps needed.

Poster Abstract Competition

Abstracts will undergo a blinded review process for the poster abstract competition. There will be two sections: one for students and another for professionals. The categories are determined by the status of the presenting author at the time of submission and not by the project type (e.g. if a student submits a global health experience, it will be judged in the student category). One winner and one runner-up from each of the two sections will be chosen. The winners will be notified ahead of the conference and will be invited to give an oral presentation of their project to conference attendees in lieu of a poster. Competition winners will also receive free registration to the conference.