

2018 IDEOM Meeting - Call for Abstracts
Washington, D.C. | May 4-5, 2018

Eligibility: Stakeholders, trainees, and Industry representatives at any level are eligible to submit an abstract

Submission deadline: April 12, 2018

Submission: Submit abstract by email to amanda@dermoutcomes.org along with application form (below)

Abstract Processing fee: There is no processing fee to have your abstract considered if you are an IDEOM stakeholder.

INDUSTRY:

Corporate members of IDEOM may submit the allowed amount of posters per your membership category.

Industry representatives who are not corporate members and wish to submit shall pay a \$1,000 fee per abstract.

Abstracts dealing with one of the topics below can be submitted:

- Outcomes in Psoriasis
- Outcomes in Hidradenitis Suppurativa
- Outcomes in Alopecia Areata
- Outcomes in other areas of dermatology

The IDEOM Board of Directors will select abstracts for poster presentation. Please note that all abstracts will be presented during breakfast, breaks and lunch only. There will not be an opportunity to present at the podium during the working meetings.

Format: Abstracts may be selected for poster presentation, and authors should be prepared to present during all scheduled breaks at the IDEOM annual meeting. The abstract limit is 2,500 characters, which excludes the title, names of authors/co-authors, authors' affiliations, spacing and disclosures. Each table and/ or graphic will decrease the character count by 250 characters from the total limit allowed. A maximum of 3 figures/tables are allowed per abstract. Titles should be brief, indicating the nature of the presentation. Use mixed case (do not use all caps) and do not put a period at the end of the title. Example:

This is a Properly Formatted Abstract Title

Use of acronyms: Please refrain from using acronyms in your abstract titles. Acronyms may remain in the body of the abstract and in the author list.

Authors: Please consult with your co-authors on how they would like their names to appear. You may list no more than 25 individual authors for each abstract. All authors must disclose any relevant financial relationship(s) at the time of abstract submission.

Content: Organize content as follows

Background: Background or Statement of Purpose

Methods: Methods, materials and analytical procedure used

Results: Summary of the results in sufficient detail to support conclusion

Conclusion: Conclusions reached (do not state “results will be discussed”).

Use of Product Names: The generic name should be used in your abstract. The proprietary drug name may appear once in parentheses in the title only. However, if a drug has not received FDA approval, only the non-proprietary name may be used in the title and abstract content.

Abbreviations: Place abbreviations in parentheses after the first time the full word appears. Do not abbreviate compounds in the title of the abstract. Use numerals to indicate numbers, except when beginning sentences. Any work with human or animal subjects reported in submitted abstracts must comply with the guiding principles for experimental procedures found in the Declaration of Helsinki of the World Medical Association.

2018 IDEOM POSTER POLICY

Presentation Format

All posters will be presented as a poster session only, no podium presentation opportunities; posters should be in English.

Poster Abstract Presentation

Poster presentations facilitate one-on-one interaction between the presenters and attendees. Posters will be displayed in the poster hall area on Friday, May 5 and Saturday, May 6, 2017. Presenting authors must be available at their poster during the allotted break times to answer questions from attendees.

Poster Presenter Expectations

- Poster Hanging and Dismantling Times:

**** Please arrive and check in on Thursday, May 3 at 3:00pm or Friday, May 4 at 7:00am with IDEOM staff to mount your poster in the District Ballroom. We will have some tools for hanging, but feel free to bring your own supplies as well.**

Unclaimed posters left behind will not be stored by IDEOM or by the hotel. Posters may be up and displayed from 3:00pm on Thursday through the end of the conference on Saturday.

Specification Requirements

Posters should 3’9” horizontally by 3’8” vertically (see attached sample poster presentation).

- A copy of the accepted abstract must be included on poster or made available to attendees.
- Text and illustrations must be readable from distances of at least three feet. Use lightweight materials only; heavy articles are difficult to secure.
- Disclosures must never include the use of a trade name or a product-group message and must be listed once at the bottom of the poster.
- Posters may be broken down into several smaller portions, but must not exceed the size of the presentation board.
- Push pins/Velcro adhesive to mount materials will be available on site.
- No audiovisual, projection or computer equipment requiring electrical power will be permitted in the poster session area.

ACCME Standard and IDEOM Policy Regarding Third-Party Bias

In accordance to ACCME requirements and IDEOM policy, abstracts selected for poster presentation must be free of bias.

- Do not reference any company/product brand names during your presentation. However, institution logos (e.g., non-company/product logos such as universities, non-profit associations and government agencies) are allowed in the body of your presentation.
- IDEOM requires that educational materials that are part of a CME activity, such as slides, abstracts and handouts, not contain any advertising, trade names or a product- group message.
- Disclosures must never include the use of a trade name or a product-group message.
- For oral presentations, disclosures must be listed on the second slide of each presentation.
- For poster presentations, disclosure must be listed once at the bottom of the poster.

Presenting Author Responsibilities

At the time of submission, the person submitting the abstract must identify who will be designated as the presenting author. The presenter is required to speak English when presenting, as this is the designated language for the meeting. The presenting author will be the sole point of contact for information regarding the submission and is responsible for the following:

- Ensuring each co-author is aware of the content of the abstract and supports its data. Failure to receive approval from each co-author will result in the abstract being disqualified.
- Presenting the abstract or arranging for a co-author to present the abstract if it is selected. (Only co-authors listed on the accepted abstract may serve as alternate presenting author.)
- Appointing a co-author to present the abstract in your absence if a schedule conflict is identified before the meeting, (i.e., if you have accepted an invitation to participate as an invited speaker or moderator).

Presenting Author Affirmations

IDEOM does not condone presentations given by an invited presenter who has not been intimately involved in the development of the data and who cannot meet the criteria for authorship. To be eligible to present, at the time of submission, the presenting authors will be required to confirm agreement with the following affirmation statements:

- I confirm I had full access to all of the data in the study, and take responsibility for the integrity of the data and the accuracy of the data analysis and approved the data for presentation.
- I confirm I made significant contributions to the study design, analysis or interpretation of results.

Permissions - Copyright Policy

The annual meeting is a private event. Programs presented at the meeting are for the education of attendees or other learners as authorized by IDEOM. The information and materials displayed and presented during this meeting are the property of the IDEOM and the presenter and cannot be photographed, copied, photocopied, transformed to electronic format, reproduced, or distributed without written permission of IDEOM and the presenter. Any use of the program content for commercial purposes, which includes, but is not limited to oral presentations, audiovisual materials used by speakers, and program handouts without the written consent of IDEOM is prohibited. This policy applies before, during and after the meeting. IDEOM will enforce its intellectual property rights and penalize those who infringe upon it.

The names, insignias, logos and acronyms of IDEOM are proprietary marks. Use of the names in any fashion, by any entity, for any purpose, is prohibited without the express written permission of IDEOM. Attendees who have questions about the IDEOM's copyright policy should contact Amanda Pacia at amanda@dermoutcomes.org.

Media

Credentialed media attend the annual meeting to cover stories for consumer, trade and other media outlets, and are easily identified by their press ribbons. Media has access to all general sessions. Media may use hand-held audio recorders and still cameras; moving video recording is also permitted with the permission of the presenter(s). The exception to this policy is that no photos or video are allowed in the Exhibit Hall. Press who would like general photos of the Exhibit Hall can obtain these after the meeting from IDEOM. Attendees who have questions about the IDEOM's media policies should contact Amanda Pacia, at amanda@dermoutcomes.org.

*** Authors of accepted abstracts will be provided a travel award to attend the annual meeting, which covers an airline ticket and hotel accommodations.**

*** *Travel awards do not apply to industry representatives.***

Please contact Amanda Pacia at (650) 288-5339 or Amanda@dermoutcomes.org for further information.

IDEOM ABSTRACT APPLICATION – 2018

Name: _____ Degree: _____

Institution: _____ Dept/Mail Stop: _____

Street Address/Suite: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ Email: _____

Title of Paper: _____

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Has your paper been published? Yes No *(if you select yes, you do not qualify)*

ARE YOU AN IDEOM STAKEHOLDER? Yes No

Stakeholder Type: **Physician** **Patient** **Industry** **Payer**

Industry Non-stakeholders (\$1,000 fee for submission)

For more information:

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