



Shepherd Center

## Abstract Submission Instructions

Tetrahand World Congress 2023

Atlanta, GA

November 8 - 11, 2023

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**Abstract Submission Deadline:**

March 31, 2023, Midnight, CST

**Online submission only:**

<https://www.tetrahandworldcongress2023.com>

### Submission Overview

- Please download the Tetrahand World Congress 2023 Conflict of Interest Disclosure form: [Tetrahand World Congress 2023 Disclosure of Financial Conflict of Interest.pdf](#)  
This form must be completed and uploaded to the abstract submission site by each presenter.
- All submitted abstracts are required to meet CME/CE accreditation standards. They should reflect presentations that are fair, balanced and free of commercial bias.
- Tetrahand World Congress 2023 review committee will review and score all abstracts.
- If an abstract is accepted for presentation, the presenter must register for the annual conference. **Registration fees are the responsibility of the presenter.**
- Individuals may submit more than one abstract.

## **Abstract Submission:**

- **Abstract Type:**

- **Original Research or Case Study/Series - Platform Presentation or Poster**
  - Research abstracts must be based on **completed** research and must include data analysis.
  - Original Research does not include quality improvement, program development, clinical practice, policy, technology review etc.
- **Practice-based (non-research) Platform Presentation or Poster:**
  - A practice-based abstract may include quality improvement, program development, clinical practice, policy, technology review, etc.
  - An abbreviated word or term must be spelled out at first use with its abbreviation or acronym in parentheses.
  - **Description:** Please provide a detailed description of the purpose, background, content, and conclusion of your presentation. 375-word max.
  - If applicable, please list financial support in sentence form.

- **Presentation Formats:**

- **Platform Presentation Only**
  - Platform presentations are in-person presentations delivered by 1 or more speakers. A platform may be [practice-based](#) or [research-based](#).
  - Platforms presented at other conferences or meetings will be considered provided that the material has not been published as a full manuscript.
- **Poster Only**
  - A poster is a visually formatted presentation of a topic using charts, graphs, illustrations, and photographs to supplement a written narrative.
  - The topic may be [practice-based](#) or [research-based](#) and may describe new techniques, procedures, or technologies. It provides a visual forum for one-on-one discussion with the presenter.
  - The presenter must be available at a designated time, as specified in the program, to discuss information with conferees.
  - Posters will also be available for viewing throughout the meeting.
  - Reference to equipment, devices or pharmaceutical products must use the correct manufacturer, trade, and generic names.
  - Appropriate acknowledgements for financial support must be declared.
- **Platform Presentation or Poster-** Selecting this option allows the Review Panel to choose which format they will accept for your presentation. Please follow the directions for both sections above.

## **Questions/Contact information:**

If you have any program questions, contact Beth Pharo - [beth.pharo@shepherd.org](mailto:beth.pharo@shepherd.org)

If you have any TECHNICAL ASSISTANCE questions about the online abstract submission system, please contact Michael Cheatham, [mcheatham@firminc.com](mailto:mcheatham@firminc.com) 217-753-1190 Ext 173