

Nevada Academy of Family Physicians Winter CME Meeting • Call for Abstracts

NAFP cordially invites you to submit an abstract in research, clinical quality project, or theoretical/conceptual format to be considered for poster presentation at the 2025 NAFP Winter CME Meeting. The poster session will be held on **Sunday, January 26, 2025**.

GENERAL INFORMATION Submission Deadline

Materials must be received by NAFP by Monday, December 16, 2024.

Submission Format

All abstracts, not to exceed one page, are to be submitted online at nvafp.com or via email to Brooke Wong at brooke@nvafp.com (see below)

- Complete Abstracts should be in **Word** format.
- Length/Format: The abstract **should not exceed 300 words** (exclusive of abstract title, authors, references, and funding information) on a one page, single-sided document, and should be formatted in portrait orientation (8 1/2" X 11").
- Type Styles: Use letter quality, 12 point size type, Times New Roman.
- Titles: Abstract titles should be centered and **should not exceed 75 characters**.
- Authors: All individuals involved in the study must be listed.
- Grant: If the study was supported in full or in part by a grant, cite the grant number and granting organization at the end of the abstract.
- References: Please include 3–5 references using the APA format.

Abstract Selection and Notification

The Program Committee will meet in December 2024 to select abstracts and finalize the conference program.

If your abstract is accepted for presentation, you will be notified by email on or around December 20, 2024, of your acceptance. This notice is sent to the contact person/presenting author for each poster submission. If the study has more than one author, the contact person is asked to share the information with the others.

A poster session is a visual display of completed **OR** in-progress work. NAFP will provide 36" x 48" long poster boards for poster displays.

SELECTION CRITERIA

General: Abstracts will be selected based on clarity, style and importance/interest to family medicine.

- Internal consistency of purpose/aims and methods;
- Clarity of presentation
- Implications and significance of the study, project, or theory to Family Medicine.

Specific Criteria and Abstract/Poster Format

The Program Committee will use the following specific criteria when selecting abstracts for poster sessions. Your abstract and poster should use the following format:

Research papers (including instrument development, other methodological studies and research-based best practices)*:

- Purposes/Aims Rationale/Conceptual Basis/Background
- Methods
- Results
- Implications
- Bibliography

Project/ Best Practices papers:

- Purposes/Aims
- Rationale/Background
- Brief description of the undertaking/best practice, including the approach, methods, or process used
- Outcomes achieved/documentated
- Conclusions, emphasizing implications for clinical or educational practices, and recommendations for research or future undertakings
- Bibliography

Case Reports:

- Case summary
- Relevance to family medicine
- Take home points
- Bibliography

Literature Review:

- Question being addressed
- Literature Review/Evidence Summary
- Key Clinical Points
- Areas of Uncertainty
- Bibliography

INFORMATION AFTER ABSTRACTS ARE SELECTED

Posters:

Posters will be on display for the entire conference. Presenters are asked to be available for the time designated in the conference schedule for poster viewing. Poster boards are 36" x 48".

Conference Brochures and Registration Form:

Abstracts accepted poster presentation will be listed in the program schedule posted on the NAFP website and handed out at the conference. The program schedule and registration form will be available on the NAFP website (nvafp.com) in late 2024.

Proceedings:

All abstracts for poster sessions accepted by the Program Committee will be included in the *NAFP Annual CME Conference Program Schedule* and distributed at the conference.

Commitment:

Each person who submitted an abstract (or their contact persons) will be notified about the Program Committee's decision on acceptance of an abstract. Each author is asked to accept the invitation to present. We ask that presenters take very seriously their commitment to present, except in cases of a true emergency.

QUESTIONS?

Please contact David Fiore, MD at dfiore@med.unr.edu or Brooke Wong at brooke@nvafp.com