

CLIC 2019

CALL FOR ABSTRACTS



The Scientific Committee for the CLIC 2019 is accepting original research-based abstracts for inclusion in this year's conference as *Oral Presentations* or *Posters*. Abstracts are also welcome for submission for *Workshops* or *PeArLS*. Authors are encouraged to submit abstracts from a variety of innovative areas and aspects of medical education related to longitudinal integrated clerkships.

The global theme of this year's conference is *Disruption* and our motto is *The Future of Medicine Meets Here*. With this in mind, the Scientific Committee is especially interested in high quality submissions that move beyond the now and explore innovative structures, pedagogy or experiences.

The Scientific Committee will review abstracts submitted and decide on which submissions will fit the focus and format for the CLIC 2019 conference.

We thank you in advance for your interest and participation in CLIC 2019 and look forward to your submissions.

Key Dates

Abstract submission opens – March 18, 2019

Abstract submission deadline – May 15, 2019 11:59 pm PST *extended*

Presenter notifications - June 28, 2019

Presenter registration deadline - July 19, 2019

Themes

Authors are encouraged to submit abstracts in one or more of the following categories:

- New LIC
- Sustainability/Expansion of Existing LIC
- Assessment
- Interprofessional/Team-Based Care
- Reflection and Engagement
- Future Directions & Educational Theory in LIC
- Impact
- Administrative Perspective

Presentation Formats

Below are the list of accepted presentation formats. You will be able to choose your top three preferred formats. Note that the Scientific Committee reserves the right to change the format based on the final submissions and best fit for the program.

Oral Presentations

Oral presentations will be allocated 15 minutes. This will include 10 minutes for presentation and 5 minutes for questions.

Poster Presentations

Posters will be separated into themes, with each theme being allocated a poster session of 30 minutes. Authors will be required to stand by their poster during their allocated session time. A poster session facilitator will guide delegates through the posters allowing poster presenters 2 minutes to speak on their presentation. After ALL authors have provided a 2 minute presentation on their poster, delegates will be encouraged to browse the poster area and ask questions.

Instructions for the preparation of hardcopy posters will be sent to authors upon notification of the abstract's acceptance.

Personally Arranged Learning Sessions (PeArLs)

PeArLs will be allocated 45 minutes (5-minute presentation + 40 minutes discussion). PeArLs will be limited to 3 concise presentation slides. PeArLs allow presenters to introduce a challenge or a dilemma to the other participants and benefit from collective problem solving from the group. They allow an opportunity for those who are developing ideas, those who are taking ideas from development into implementation and those who are planning evaluation of their ideas, to share, discuss and gain insight into their positions by tapping into the wisdom and experience of others. Facilitated by the CLIC community.

Workshops

Workshops will be allocated 90 minutes. Workshops will have 3 learning objectives/defined outcomes that will be achieved through activities participants will undertake. These interactive workshops can provide participants with new perspectives or skills that can be taken away and applied to their own contexts. Alternatively, they can deliver core content, stimulate discussion and raise questions on a topic of general interest to the CLIC educational community.

Abstract Submission Process

Please read through the submission instructions listed below before preparing your abstract:

Step 1: Read the General Policies and Requirements for the submission of abstracts (below).

Step 2: Write the abstract following the Abstract Format & Layout Guidelines (below).

Step 3: Submit your abstract via the online portal: <https://www.xcdsystem.com/clic>

Step 4: All authors are required to create an author account before submitting their abstract. Once the account is created, authors will be able to submit their abstract and answer the declaration of conflict of interest questions included in the abstract submission form.

General Policies and Requirements for the Submission of Abstracts

Compliance to the specifications is imperative – any abstract that does not comply with these specifications will *not* be accepted for review and will be returned to you by the Conference Managers for resubmission.

- Abstracts must be complete and received by May 15, 2019 11:59 pm PST.
- All submissions must be completed electronically via the online abstract submission portal. If you are unable to submit in this manner, please contact the Conference Manager: Michelle Baysan, E: michelle.b@ubc.ca P: 604.875.4111 ext. 24626
- Faxed, emailed or mailed abstract submissions will not be accepted.
- When submitting, authors are to select their top three presenting formats. Please note that the Scientific Committee has the authority to select and re-categorize any abstract.
- Authors must select ONE theme per abstract. Please refer to the list of themes available near the beginning of this document.
- The presenting author will be required to register and pay for the Conference to ensure their abstract(s) is included in the final program and Conference Proceedings – deadline for author registration is July 19, 2019.
- Presenting authors will be eligible to pay the early bird registration rate until July 19, 2019. CLIC 2019 will not cover registration, hotel, or travel fees incurred by presenters.
- All abstracts must contain original work that has no prior ownership or copyright restrictions. Abstracts may be from a range of categories, including original research, case studies, and insight or review articles.
- Submitted abstracts may have been presented at other conferences.
- All abstracts must be prepared according to the guidelines provided.

- Do not resubmit an abstract for any reason other than a notified submission error. If you do not receive a submission confirmation email stating your abstract was successfully uploaded, please contact the Conference Manager: Michelle Baysan, E: michelle.b@ubc.ca P: 604.875.4111 ext. 24626
- It is the responsibility of the presenting author to ensure that the abstract is submitted correctly. After an author has submitted their abstract they must check their submission, which will be converted to a PDF file, to ensure the abstract has been formatted correctly.
- It is possible to submit multiple abstracts.

Abstract Format and Layout Guidelines

All abstracts must be prepared according to the Format and Layout Guidelines provided below. Abstracts will only be accepted if submitted using these guidelines.

Theme

Authors must select ONE theme per abstract:

- New LIC
- Sustainability/Expansion of Existing LIC
- Assessment
- Interprofessional/Team-Based Care
- Reflection and Engagement
- Future Directions & Educational Theory in LIC
- Impact
- Administrative Perspective

Title

The abstract title should be short, informative and contain the major key words.

Main Abstract Body

- Abstract body must not exceed **250 words**.
- Abstract should include only the abstract body – not the title, authors, affiliations, or references. Titles, authors, affiliations and references should be entered into the relevant sections of the abstract submission portal.
- Tables and/or graphics/images may not be included in the abstract body; however, equations may be included in the abstract body. All formatting is preserved (italics, bold, superscripting, subscripting, underlining) and symbol characters (i.e. \pm , μ , β) may be used.
- Abstracts must be free of typographical and grammatical errors.
- Abbreviations may be used and should be given in brackets after the first full use of the word/phrase. Abbreviations may be used in the title, provided the definition is outlined in the body of the abstract.
- Depending on the presentation format you've chosen, you should include the following headers under the main body of your abstract:

❖ **Oral Presentation or Posters** require the following fields under Body:

- Introduction/background
- Aims/objectives
- Methods (if relevant)
- Results (if relevant)
- Discussion
- Conclusion or issues for discussion

❖ **PeArLs** require the following fields under Body:

- Introduction/background
- Aims/objectives
- Discussion including questions/issues for exploration

❖ **Workshops** require the following fields under Body:

- Introduction/background
- 3 learning objectives/defined outcomes
- Issues/areas for exploration
- Activities

References/Citations

Make note of all references and citations as indicated on the abstract submission form.

Authors

Please identify ALL authors as indicated on the abstract submission form. You may do this AFTER submitting your abstract.

You will be asked for your consent to approve or disapprove allowing your work to be published and/or recorded. ***Including, having your work published online.***

Abstract Review

All abstract submissions will be reviewed by members of the CLIC 2019 Scientific Committee Review Committee.

While authors may indicate their preference for a workshop, oral, PeArLs or poster presentation, the final decision is made by the Scientific Committee. While every attempt will be made to program abstracts according to the requests of authors, requests for workshops and oral presentations cannot be guaranteed.

Notification of Acceptance

Notifications of acceptance will be sent via e-mail to the primary (presenting) author by June 28, 2019.

Accepted abstracts will be published in the Conference proceedings.