



ASPIH Conference 2023 Abstracts Submission Guidelines

Deadline: All abstracts must be submitted by no later than **midnight on Sunday 30th April 2023**.
No extensions will be granted.

All abstracts must be submitted online using the electronic abstract form at the ASPIH 2023 conference website <http://www.aspihconference.co.uk/>, after having been carefully proofread by the authors.
Abstracts sent by post or email will not be accepted.

ASPIH 2023 TOPICS

We are seeking abstract submissions under the following topics. If your abstract fits more than one topic, please select the one you feel best reflects your work. A proper selection of the topic will ensure a successful submission will be delivered in the most appropriate session.

DESIGN Covers all aspects that drive generic simulation construction. Includes, but is not limited to: curriculum/program/course development, instructional design, scenario design, needs assessment, etc.

CONTENT Covers all aspects related to the educational content of a simulation-activity. Includes approaches covering EDI, IPE, HF, debriefing/feedback, among others.

EDUCATION Covers all aspects of educational development of facilitators/instructors/educators, whether at the individual or organisational level. This track also covers topics such as professional identity formation amongst health professions educators, evaluation of teacher performance and career progression of educators.

TECHNOLOGY Covers all aspects of using technology to enhance simulation-based activities. Includes, but is not limited to: moulage, technologic innovations, maintenance and sustainability, social media, virtual and mixed reality environments, gamification.

SYSTEM Covers all aspects of system approach to simulation-based activities. Includes but is not limited to: environment/systems/equipment testing, ergonomics, protocols.

QUALITY Covers all aspects of quality improvement related to simulation-based activities. Includes, but is not limited to: approaches covering educational governance, accreditation, scientific publication, program evaluation; also covers topics related to patient safety and the use of patient safety data to improve quality.



FORMAT

Abstract can be submitted to the following session formats:

- **Oral presentation:** live presentation and Q&A (pre-recorded for international delegates attending online), with a total duration of 10 min.
- **e-Poster presentation:** e-Posters will be displayed throughout the conference with timetabled author presence for brief presentation and Q&A, with a total duration of 5 min.
- **Workshop:** Engaging, collaborative, and interactive, face-to-face session, with 90-min duration.

Oral and e-Poster abstracts

Abstracts describing studies/projects in any of the conference topics. This includes conceptual and empirical studies that contribute to the larger scientific context. These abstracts should be organised in the following sections:

Title: Concise and informative

Background and aim/objectives: context and identification of the needs/hypothesis

Method or activity: description of the methods used/study design/program/strategy/...

Results/Findings discussion: presentation of the results/findings/impact/outcomes, and discussion of those in relation to the study aims

Conclusion: brief and impactful sentence, with the major conclusion(s)

References: up to three, cited in Vancouver format

Figure/Table: one figure/table can be included.

Upon submission, please, indicate the **type of abstract:**

<i>Orals and e-Posters</i>				<i>Workshops</i>
Literature Review	Original research	In Practice	Work in Progress*	Workshop
A literature review (e.g. systematic, scoping, rapid, umbrella reviews, etc.)	Original research study related to simulation in healthcare, completed with results to report	Reporting an initiative that has been developed or implemented (e.g. a program/course, a method, a strategy, etc.)	Sharing works that are still in progress, allowing the authors to receive feedback from the community; Preliminary results and specific challenges can be discussed	Interactive workshops, where the participants should enjoy an active learning experience

* Work in Progress abstracts to be presented as e-Posters. They will be published in the conference proceedings, but not on the affiliated journal.



Workshop abstracts

Abstracts describing interactive workshops, where the participants should enjoy an active learning experience. Innovative strategies and interactivity with the participant are essential. The abstract should clearly indicate the objective of the session and be organised as follows:

Title: Concise, attractive and informative

Background and aims/objectives: context and identification of the learning objectives

Session description: description of the planned activities (clear timeline) and educational methods

Target audience: Participants' background and/or occupation; maximum number of participants; level (introductory/intermediate/advanced)

Resources*: Equipment required and specific room set-up (including furniture, IT equipment, etc)

References: up to three, cited in Vancouver format

* Please note that equipment requests will be fulfilled, if possible. A confirmation will be sent, if the requested equipment is available. Facilitators/Moderators should make their own arrangements for their proposed activities (e.g. handouts).

GENERAL GUIDELINES

Failure to observe these guidelines may result in disqualification.

1. All abstracts must be written in English, at the level of English academic writing.
2. The abstract title should be short and clearly declare the content of the abstract.
3. The word limit is 400 (excluding title and references). Abstracts exceeding the word limit or with significant grammatical errors will be returned and must be edited before resubmission.
4. Abstracts (including the Title) must not contain information which could identify the author(s).
5. Please ensure that all the information provided through the abstract submission portal (including author names and affiliations) is complete and accurate. We strongly suggest you invite a "critical friend" to review your abstract to help see if your submission is clear and concise, and does not contain spelling, grammatical, or scientific errors.
6. The submitting author must certify that all co-authors have agreed for the abstract to be submitted. You will need to confirm this during the submission process.
7. Commercial trade names cannot be mentioned in the title although can be used in the body of the text.
8. Abbreviations may be used after defining them first.
9. Content must be concise and coherent, and follow the format headlines for that category.
10. Research-based abstracts must outline the research method and the focus of the analysis. They must also indicate when the data was collected.
11. Statistics including sample size and sampling method used must be supplied where appropriate.



12. Abstracts must contain a minimum of 1 reference and a maximum of 3 references cited using the Vancouver referencing system. Number the references consecutively in the order in which they are first mentioned in the text. Place the references, in square brackets, inside the punctuation. Provide any references in the correct box during the submission process. The names of all authors should be given, up to a total of six authors. In case of more than 6 authors, provide the first three, followed by et al. Please see resources for referencing style (e.g. <https://guides.lib.monash.edu/citing-referencing/Vancouver>).
13. For the Oral or e-Poster abstracts, one table or figure can be included and uploaded separately. The image must be either a JPG or GIF. It must be larger than 50x50px and between 45KB and 500KB in size. Tables are recommended to be submitted as Word files.
14. ASpiH is committed to promoting ethically rigorous research and ethical research practice. It is assumed that those submitting an abstract have ensured that all relevant ethical standards for research conduct and dissemination have been met. The submitting author must confirm that they have the relevant ethical approval.
15. Any abstracts presented previously at regional, national, or international meetings (or submitted/scheduled for presentation before ASpiH) may be submitted but this must be declared at the time of submission. These abstracts will not be considered for publication in the Journal Conference Supplement.
16. The scientific committee may assign accepted submissions to an alternative topic or session presentation format. Decisions will be based on merit and consider the format preferences indicated by the author(s) at the time of submission.
17. If you are submitting an Oral or e-Poster abstract, you may opt in to have your abstract considered for publication in a special issue of our affiliated journal, the International Journal of Healthcare Simulation (<https://www.ijohs.com/>), provided it has not been previously published or is currently submitted for publication elsewhere before the ASpiH 2023 conference takes place. If selected you will receive feedback and given opportunity to make the required corrections, note: any updates/corrections will need to be done within a very short timeframe. Failure to carry out requested corrections in time will result in ineligibility for publication.

AFTER SUBMISSION

Abstracts submitted to the ASpiH conference are double-blind peer-reviewed by the conference Scientific Committee. Some of the submissions will be selected for publication at the International Journal of Healthcare Simulation, based on originality, content, impact, and quality of writing.

- Each abstract will be reviewed by at least two independent and blinded reviewers. The reviewers will evaluate the abstracts according to the quality of the content, the quality of the writing, and the educational value. Specifically, they will assess if the abstract:
 - Has an informative title and is structured as recommended, with correct spelling/grammar and coherent writing.
 - Has educational value.
 - Provides context.
 - Clearly states hypothesis or questions.



- Concisely describes the content.
- Discusses the interest and impact of the work or argues the novelty of the innovation, or clearly presents the results or reflections.
- Is an important contribution to theory or knowledge.
- Is a novel or innovative contribution.
- Is relevant to conference aims and for conference delegates.
- Depending on the evaluation of the abstract and on the relevance of the work, the scientific committee will validate the selected presentation format (oral or poster) or request it to be changed.
- The reviewers will evaluate the Workshops according to the planned activities and their viability on the available timeline, dynamics and interactivity, relevance for the target audience, and novelty or innovative contribution. Depending on the evaluation, authors may be invited to improve/adjust the proposed workshop session.
- The authors will be notified through email. It is the author's responsibility to ensure that emails provided are updated.
- The submitting author will be notified of the decision on 07 July 2023, by email to the same email address provided in their ASpiH profile. Full presentation guidelines will be included in the acceptance email.
- For all accepted abstracts, the lead author will be required to register for the conference by Friday 1st September 2023. If the registration is not confirmed by that date, the abstract will be excluded from the conference programme and cannot be published in IJOHS even if tentatively selected.
- If an abstract must be withdrawn, a written statement reflecting the reasons for this decision must be sent to events@aspih.org.uk no later than 31st August 2023.

If you are experiencing problems submitting your abstract, please do not hesitate to contact the ASpiH conference administration team by emailing events@aspih.org.uk or by calling 01543 442144.