



2025

CALL FOR ABSTRACTS

SUBMISSION GUIDELINES



Overview

The Association of Child Life Professionals (ACLP) professional development offers unparalleled educational and networking experiences. These educational opportunities provide ideas on innovative resources and best practices in child life and related fields.

ACLP invites presentation proposals on issues that relate to the child life profession. Anyone wishing to present at the Child Life Conference or an ACLP Webinar in 2025 should submit their abstract through the online Call for Submissions. Submissions via email or fax will not be considered.

Topic Areas

We welcome submission topics that align with the child life core competencies. Abstracts in the assessment and DEI domain and content geared towards advanced topics are strongly recommended.

In addition, we are seeking abstract submissions on the following topics: legacy building, child life field expansion, play-based interventions, student preparation, leadership and advocacy, burnout, and intervention strategies.

Presenters are encouraged to be collaborative and inclusive with peers, colleagues, and multidisciplinary teams.





Criteria

Individuals may submit an abstract for the following formats:

- In-person Presentation Types: You can choose to be considered for a full-day intensive (7.5 hours), half-day intensive (4 hours), 60-minute breakout session, 90-minute breakout session, poster presentation, or a combination of the above.
- Webinar: New content for our Online Learning Center will also be chosen via this process. We highly recommend selecting a webinar as one of your presentation types. If desired, you can submit an abstract to be considered only for an on-demand learning webinar.

The following criteria must be followed when submitting an abstract. Failure to adhere to the below will result in the rejection of a submission:

- New for 2025: The number of submissions by the same lead presenter or team of co-presenters is limited to three.
- The abstract must be redacted. Presenters and institutions must NOT be identified by name or description in the abstract. Please do not use a specific program name that is attributed to your organization. Please use "this author", "this program", and "this hospital" in your submission to avoid naming yourself, your institution, or your program.
- Each submission must be written in the third person (e.g. Child life specialists use play to communicate with children in the medical setting.)
- Presentations must not attempt to sell or promote any product or service at any time.





Steps to Submit an Abstract

1. Create an account or log in to the [ACLP Abstract Submission site](#).
2. Select the "Click here to begin a new abstract."
3. Type in the title of the abstract submission.
4. Presenter Info: The submitter is automatically listed as the first presenter. Add or remove presenters as needed. Each profile must have the following required fields: first name, last name, email, title, and credentials.
5. Abstract Information: Select the suggested domain, preferred presentation format, presentation length(s), target audience, and relevant topic.
6. Full Abstract Details:
 - a. Basic Info:
 - i. Title
 - ii. Brief Description of your presentation: 2-3 sentences max that state the purpose of the session
 - iii. Introduction: Provide any relevant background information regarding your session content
 - iv. Description: Provide a complete description of the session
 - v. Outcome: What will attendees' takeaway from this presentation
 - vi. Relevance: How is this topic relevant to child life
 - vii. References: Please include any relevant references formatted in APA 7.0. Any references cited must be from within the past five years
7. Learning Objectives: List 3-5 learning objectives that describe what attendees will know or be able to achieve at the conclusion of this presentation
8. Upload Task: This task is NOT required for submission; however, it is a place to upload any relevant handouts, videos, etc. that you plan to include in your presentation that would be helpful for reviewers to have access to while they are reviewing
 - i. If you do NOT have any materials to upload, select the "Opt Out from Uploading Documents" button at the top and select Continue.
9. Policies Acknowledgement: This section describes the expectations for any accepted abstracts for the Child Life Conference.
10. Select Save Submission.
11. When you are ready to submit, scroll up to the top and hit SUBMIT. Your submission will not be sent until you hit the SUBMIT button. If you have correctly completed the process, you will receive a confirmation email.

Deadline: Proposals must be sent submitted through the online submission process, open from July 1 – July 31, 2024. Late submissions will not be accepted.

[Submit an
Abstract](#)





Review Process

The ACLP Call for Submissions is designed to elicit information necessary to review the content and organization of proposed presentations. Members of the Conference Planning Committee and Abstract Reviewers will review the submissions, score them, and recommend which are selected.

Each abstract is rated according to:

- Quality of Content - Evaluation of background/literature review, purpose and strength of the objectives; clearly articulated methodology and outcomes as well as relevance to child life practice and appeal to conference attendees.
- Originality of Idea – Does the content reflect current trends in the field.
- Quality of References – References are sourced from a variety of sound sources while creating a strong foundation of the author's ideas and/or approach.
- Quality of Abstract Organization - Abstract is readable and understandable with clearly stated lines of logic from one thought to the next.
- Quality of Writing – The submission is written in conformity with APA 7.0 guidelines and follows standard grammatical rules, has clarity, correct sentence structure.
- The reference list, as well as in-text citations, should adhere to the format outlined by APA 7.0.





Notification of Acceptance

Deadline: Proposals must be sent to ACLP through the online submission process, open from July 1 – July 31, 2024. Late submissions will not be accepted.

The primary presenter listed on the submission will be notified via email of the Conference Program Committee's acceptance or declination of each abstract submission in late October or early November. Individuals whose abstracts are accepted will be required to sign a contractual agreement with the Association of Child Life Professionals that confirms each author's commitment to present the content of the session as accepted by the Committee. To create a balanced overall conference program, the Committee may request changes to the presentation format or presentation length of accepted abstracts; the acceptance email will indicate any such changes.

Presenters whose abstracts are accepted and who agree to present must register for the ACLP conference and are committed to present for their session day and time as outlined in their acceptance email. If unforeseen circumstances arise affecting a presenter's ability to attend the conference, an alternate presenter must be identified to convey the content that is detailed in the accepted abstract. Presenters are responsible for all travel, hotel, and related costs. All selected presenters will receive a discount on basic registration and are strongly encouraged to register by the Early Bird deadline.

If you are selected to present live, your abstract may be chosen as part of a bundled virtual education package, Conference Lighting Pass, offered to attendees and other members. This will require pre-recording of your presentation as a webinar.





Resources

- [ACLP Writing Guidelines](#)
- [APA Style](#)
- [Perdue OWL \(Online Writing Lab\)](#)

Questions? Email conference@childlife.org





FAQs

1. How many abstracts can I submit for 2025?

- a. The number of submissions by the same lead presenter or co-presenter team is limited to three.

2. Can my abstract be presented as an ACLP on-demand webinar?

- a. Yes! If you would like to present an on-demand session, we encourage you to select “Webinar” as one of your format choices.

3. Are presenters selected for the conference required to register for the conference?

- a. Yes. All presenters are required to register for the conference at a discounted rate. Presenters are all responsible for all travel costs related to attending and presenting at the conference.

4. Is there a maximum number of presenters per abstract submission?

- a. Yes. Only four presenters can be listed on each abstract.

5. Are there virtual presentation options for the 2025 Child Life Conference?

- a. The 2025 Child Life Conference is a live event. There are no options for virtual presentations at the conference. Pre-recordings of a presenter within a live conference session is discouraged.

