

AACE CALL FOR ABSTRACTS: Innovation in Cardiometabolic Clinical Practice

Join us October 2-4, 2020 for the AACE Virtual Innovation in Cardiometabolic Clinical Practice Meeting!

The American Association of Clinical Endocrinologists (AACE) invites you to submit an abstract and have the unique opportunity to have your work reviewed by experts in the fields of endocrinology and cardiometabolic disease. If accepted, your abstract will be published as a supplement to AACE's medical journal, Endocrine Practice.

Please take a moment to read this entire guide prior to beginning the submission process to become familiar with the guidelines and rules that apply to abstract submission.

The AACE Innovation in Cardiometabolic Clinical Practice Meeting brings together specialists from the American Association of Clinical Endocrinologists (AACE), National Kidney Foundation (NKF), American Academy of the Study of Liver Diseases (AASLD), Endocrine Nurses Society (ENS), American Society of Preventive Cardiology (ASPC), and Preventive Cardiovascular Nurses Association (PCNA). This is a one-of-a-kind opportunity to learn from a multidisciplinary team of experts.

SUBMISSION DATES

OPENS: July 2, 2020

CLOSES: August 12, 2020

There are no exceptions. You will not be able to access your submission after 11:59 pm Eastern Time on August 12, 2020.

ELIGIBILITY REQUIREMENTS

• WHAT IS ELIGIBLE FOR SUBMISSION?

- Abstracts may be submitted by meeting attendees only. To register for the meeting please visit: <https://www.aace.com/educational-opportunities/aace-announces-first-virtual-conference-cardiometabolic-clinical-practice>
- Abstracts describing original research, clinical trials, or case studies/series related to the area of endocrinology, kidney, liver disease, and cardiovascular disease.
- Abstract submissions must be an original contribution and may not have previously been presented at any national U.S. meeting(s) (or published as a result of such a meeting) in the same format.
- All accepted abstracts will be published as an online supplement to Endocrine Practice.
- If the abstract reports results of a clinical trial not yet approved by a regulatory agency, you will be required to identify the trial phase.
- There is no limit for the number of abstracts that can be submitted.

• WHAT IS NOT ELIGIBLE FOR SUBMISSION?

- The same study should not be submitted as multiple abstracts. Abstracts that appear as more than one version of a single study will be rejected.
- Abstracts that have been previously presented at any national US meeting or published as a result of the meeting.

SUBMITTING AN ABSTRACT

All abstracts must be submitted using the online submission site at

<https://www.abstractscorecard.com/cfp/submit/loginss0.asp?EventKey=TWCBYDFH>

ABSTRACT CATEGORIES

Heart Failure and Diabetes
Kidney Disease and Diabetes
Obesity and Nutrition
Lipids
Atherosclerotic Cardiovascular Disease
Metabolic Liver Disease
Preventive Cardiology
Other

ABSTRACT FORMAT

The abstract limit is 2,700 characters, including spaces. Count **excludes** the title, names of authors/co-authors, authors' affiliations and disclosures. Abstracts marked "incomplete" at the close of the submission deadline will be ineligible for consideration.

TITLE

- Titles should be brief, clearly indicating the nature of the presentation (Limited to 250 characters including spaces).
- Trial group names should not appear in title.
- DO NOT put a period at the end of the title.
- Enter the title in the "title" field only and do not enter the title in the body of the abstract.
- Author names and affiliations should not appear in title.

AUTHORS

- Submitting authors will be listed as the **primary author** on the abstract, NO EXCEPTIONS.
- Do not list authors or commercial relationships in the body of the abstract. Please consult with your co-authors on how they would like their names to appear prior to the submission of the abstract.
- All authors must disclose any relevant financial relationship(s) at the time of abstract submission. There is a limit of 15 authors that may be included in the author block.

CONTENT

- Prior to submitting the abstract, please ensure that it is proofread by an individual who speaks fluent English and can make recommendations as needed.
- Do not use new technical words, laboratory slang, words not defined in dictionaries, abbreviations, or terminology not consistent with internationally accepted guidelines. Define any abbreviations the first time they are used. Omit all names and geographical references in the body of the abstract. Organize content as follows:

Original Research

- Objective: Background or Statement of Purpose
- Methods: Methods, materials and analytical procedure used
- Results: Summary of the results in sufficient detail to support conclusion
- Discussion/Conclusion: Discuss the content and interpret the data

Case Study

- Introduction
- Case description
- Discussion

ABBREVIATIONS

- Use standard abbreviations. Place special or unusual abbreviations in parentheses after the first time the full word appears. Do not abbreviate compounds in the title of the abstract. Use numerals to indicate numbers, except when beginning sentences.

USE OF ACRONYMS

- AACE will only publish commonly used acronyms included in the unified list of acronyms approved by the principal journal editors in the field of endocrinology. Please refrain from using all trial group acronyms in abstract titles. Acronyms may remain in the body of the abstract and in the author list.

TABLES AND GRAPHICS

- Tables, images, and/or graphs SHOULD NOT be submitted online. They may be included in the poster session.

ABSTRACT PROCESSING FEE

- AACE does not charge a processing fee for abstract submissions.

COPYRIGHT TRANSFER AGREEMENT

- During submission, the author will be requested to agree to a copyright transfer if the abstract is accepted. The submitting author will agree to the terms of the copyright transfer on behalf of all co-authors. The Agreement transfers to AACE the copyright and all other rights of the material comprising the abstract upon acceptance. The American Association of Clinical Endocrinologists, as holder of the copyright on the accepted abstract, reserves all right of reproduction, distribution, performance, display, and the right to create derivative works in both print and digital formats. No patient rights are assigned.

For general inquiries regarding abstract submission, email abstracts@ace.com or call (904) 353-7878.

ABSTRACT REVIEW

Abstracts will be reviewed by the AACE Abstract Review Subcommittee and scored numerically 1 through 10 based on merit and significance to the science and practice, as well as their creativity and uniqueness.

- Incomplete abstracts will not be reviewed. To ensure the integrity of the review process, revisions to abstracts will not be accepted after the submission deadline – no exceptions.

- All abstracts will be reviewed in a blinded fashion - without knowledge of the author(s), institution(s) or disclosure information.

ABSTRACT NOTIFICATION

AACE will notify the primary author of the status their abstract in early September. It is the primary author's responsibility to then notify all co-authors. AACE requests that all interested parties please refrain from directly contacting the AACE offices to obtain information regarding abstract status, notification distribution and/or publication dates. Please check the annual meeting website regularly the most up-to-date information <http://am.aace.com/>.

The submitting/primary author is the only author who will receive notification from AACE.

POSTER PRESENTATION SESSION

Poster template will be sent out if abstract is accepted.

Poster specifications and presentation details will be finalized soon.

PERMISSIONS

COPYRIGHT POLICY

The AACE Innovation in Cardiometabolic Clinical Practice Meeting is a private event. Programs presented at the meeting are for the education of attendees and purchasers of recorded presentations as authorized by the American Association of Clinical Endocrinologists. The information and materials displayed and presented during this meeting are the property of AACE and the presenter and cannot be photographed, copied, photocopied, transformed to electronic format, reproduced, or distributed without written permission of the American Association of Clinical Endocrinologists and the presenter. Any use of the program content for commercial purposes, which includes, but is not limited to oral presentations, audiovisual materials used by speakers, and program handouts without the written consent of AACE is prohibited. This policy applies before, during and after the meeting. AACE will enforce its intellectual property rights and penalize those who infringe upon it.

LOGOS

The names, insignias, logos and acronyms of AACE are proprietary marks. Use of the names in any fashion, by any entity, for any purpose, is prohibited without the express written permission of the American Association of Clinical Endocrinologists. Attendees who have questions about AACE's copyright policy should contact the public relations department at pmr@aace.com.

MEDIA

Credentialed media attend the annual meeting to cover stories for consumer, trade and other media outlets, and are easily identified by their press ribbons. Media may use hand-held audio recorders and still cameras; moving video recording is also permitted with the permission of the presenter(s). The exception to this policy is that no photos or video are allowed in the Exhibit Hall. Press who would like general photos of the Exhibit Hall can obtain these after the meeting from AACE. Attendees who have questions about AACE's media policies should contact the public relations department at pmr@aace.com.

ABSTRACT EMBARGO POLICY

Accepted abstracts are made available to the public online in advance of the meeting and will be published as a supplement to Endocrine Practice. Information contained in those abstracts may not be released until the date of poster presentations. Academic institutions, private organizations, and information contained in an abstract may issue a press release to coincide with the availability of an AACE abstract on the AACE website. However, AACE continues to require that information that goes beyond that contained in the abstract (e.g., discussion of the abstract done as part a scientific presentation or presentation of additional new information that will be available at the time of the meeting) is under embargo until Saturday, October 3, 2020 3:30PM ET.

Violation of this policy may result in the abstract being withdrawn from the meeting and other measures deemed appropriate. Authors are responsible for notifying financial and other sponsors about this policy.

MISCELLANEOUS

REVISIONS

Proofread abstracts carefully to avoid errors prior to submission. Your abstract, if selected, will be published exactly as submitted. You may return to the online submission site to revise your abstract until 11:59 pm Eastern Time on August 12, 2020. After this date/time, the submission site will close and no additional changes, edits, revisions, etc. can be made.

AACE Innovation in Cardiometabolic Clinical Practice Meeting

Abstract submission site opensThursday, July 2, 2020
Abstract submission site closes at 11:59 pm ETWednesday, August 12, 2020
Presenting Author NotificationSeptember 2020