

# HTRS 2023 SCIENTIFIC SYMPOSIUM March 10-12, 2023 – Renaissance Orlando at SeaWorld, Orlando, FL

# HTRS ABSTRACT ACCEPTANCE POLICY & SUBMISSION INSTRUCTIONS

# Registration and Abstract Submission are now open, as of Wednesday, July 13, 2022.

## Abstract Submission deadline has been extended, and will now close on Friday, October 28, 2022.

## ABSTRACT SUBMISSION PORTAL: CLICK HERE

# HTRS 2023 WEBSITE: CLICK HERE

## 1. General Information

The HTRS 2023 Scientific Symposium ("HTRS 2023" or "the meeting") is a forum for presenting original clinical, translational, or basic science research findings in classical hematology. HTRS 2023 is currently being planned as a "hybrid" meeting, with a combination of in-person events and a virtual broadcast for those unable to travel, due to the ongoing pandemic HTRS will monitor and determine if it's safe for participants to travel onsite to the meeting.

HTRS accepts abstracts on clinical care and research in disorders of hemostasis and/or thrombosis from:

- Physician Scientists working in academic medicine or industry
- Research Scientists
- Trainees (students/residents/fellows)
- Advanced Practice Providers (Nurse Practitioners/Physician Assistants/Midwives/Pharmacists/PharmDs)
- Other Research Professionals (not categorized above)

Authors of accepted abstracts may be invited to present their abstracts as oral or poster presentations during the meeting. Accepted abstracts will be published in an online issue of Research and Practice in Thrombosis and Haemostasis (RPTH) the Open Access journal of the International Society on Thrombosis and Haemostasis (ISTH), providing a dedicated home for science and discourse among researchers, clinicians, advanced practice providers, and patients.

There is an exception for publication, abstracts submitted in the "Informational Only" category described in Section 8, which may be accepted as posters but are not eligible for awards, oral presentations, or publication in RPTH. Authors of accepted abstracts who later go on to write a journal article regarding their research are highly encouraged to submit their article to RPTH.

## 2. HTRS 2023 Abstract Submission Deadline

DEADLINE EXTENDED: Abstracts for HTRS 2023 are due on or before Friday, October 28, 2022 at 11:59 PM ET.

Abstracts cannot be revised or resubmitted after this deadline. Only online submissions will be accepted at <u>https://www.abstractscorecard.com/cfp/submit/login.asp?EventKey=OIPMMLUM</u>.

Accepted abstracts will be published exactly as submitted. (Authors may make corrections or updates to their posters after the abstract submission deadline, but not to the abstracts themselves.) Late abstracts will <u>not</u> be accepted. The submission link will be deactivated after *Saturday, October 29, 2022 at 12:00 AM ET.* 

#### 3. HTRS Abstract Acceptance Policy

Abstracts will be accepted by HTRS if submitting authors meet the following criteria:

- a. Abstracts should describe original work.
  - Abstracts <u>must</u> contain new data. Abstracts previously presented at a national or international meeting may not be submitted without modification; data must be updated or expanded, resulting in a new abstract.
  - ii. Any abstracts previously presented in a substantive way must be accompanied by a justification statement (or appeal) of three sentences or less to explain why the abstract should be accepted for presentation at HTRS. The HTRS Review Committee will consider such appeals.
  - iii. Data featured in the abstract may not be published before presentation at the meeting. HTRS reserves the right to decline previously published abstracts.
  - iv. The abstract/data submitted to HTRS should not be submitted to other meetings before the HTRS 2023 Symposium takes place. After the 2023 meeting, the abstract may be submitted as an encore item to other meetings if their policy allows.
- b. The Presenter must be an author of the abstract; if the abstract is a "presentation on behalf of X study group," the presenter must be a member of said study group.
- c. The <u>title and body</u> of the abstract must <u>not</u> contain:
  - Personal patient information
  - Studies reporting unidentified chemical compounds, drugs, or materials
  - Non-generic drug names (generic drug names may be used in a footnote at the bottom of the abstract)

The <u>title</u> of the abstract must <u>not</u> contain commercial company names (commercial company names may be used in the body of the abstract or as a footnote of the abstract if the name thereby better identifies a product or device)

- d. The submitting author will be asked to certify the following statements prior to uploading an abstract to the online submission site:
  - The reported research complies with all applicable animal welfare and human subject regulations.
  - HTRS is being given unrestricted, irrevocable permission to publish and/or post the abstract in print material, in an online journal partnering with HTRS, on the meeting website, and on the HTRS website. (The first author retains the abstract's copyright; anyone wishing to use the abstract post-meeting will be instructed to contact the first author for permission.)
- e. The presenting author must be willing to answer all questions from the audience in good faith if the abstract is selected for oral presentation.

## 4. <u>Review and Selection Process</u>

All abstracts undergo blind peer review. The HTRS Abstract Review Committee evaluates submissions on scientific merit, applicability to current issues in hemostasis and thrombosis, novelty, and writing quality.

#### 5. Oral Presentations for Travel Award Recipients

Up to twelve (12) 2023 Travel Awards will be offered to the first authors of outstanding abstracts submitted by trainees and/or early-career investigators. HTRS will select the abstracts from Travel Award recipients, as designated below, to be presented during one of four oral abstract sessions during the meeting.

- Presenting authors must be the first authors of selected abstracts.
- Presenting authors will be given 10 minutes to discuss their abstract, immediately followed by a threeminute question-and-answer period.
- Details about oral abstract presentation and instructions for preparing slides will be sent to presenting author in December 2022 along with poster presentation instructions.
- Abstracts selected for oral presentation may also be presented as a poster during the meeting.

## 6. HTRS Travel Awards

HTRS Travel Awards reimburse awardees for the cost of airfare, ground transportation, and meals on travel days, to attend the meeting, up to a not-to-exceed total of \$500.00 USD. Travel Award recipients also receive two nights hotel stay and waived meeting registration covered by HTRS; only one award per person is allowed.

HTRS will offer awards to investigators who meet the following criteria:

• At least six awards will be given to first authors of the highest-scoring abstracts submitted by trainees or early career investigators working at non-commercial institutions (please refer to the definition of "trainees" and "early career investigators" below)

- Up to two awards will be given to first authors of an abstract submitted by advanced practice providers at any stage in their careers, working at a non-commercial institution
- Up to two awards will be given to first authors of an abstract submitted by individuals who qualify as an underrepresented minority (<u>https://diversity.nih.gov/about-us/population-underrepresented</u>) at any stage in their careers, working at a non-commercial institution
- Up to one award will be given to the first author of an abstract submitted by an undergraduate student at any stage in his/her career, working at a non-commercial institution
- Up to one award will be given to the first author of an abstract submitted by an investigator at any stage of his/her career from North or Central America, working at a non-commercial institution

HTRS defines "trainees" as:

- **Medical Fellows:** MDs/MBBSs or DOs enrolled in accredited fellowship training programs. Fellows must be:
  - In training for a career in hemostasis and/or thrombosis
    OR
  - In training for a career that will have a substantial component of, or overlap with, the disciplines of hemostasis and/or thrombosis (such as ob/gyn or cardiology)
- **Postdoctoral Fellows:** PhDs pursuing academic research in classical hematology
- Medical Residents: MDs/MBBSs or DOs pursuing a fellowship in classical hematology
- Medical students interested in classical hematology
- Graduate students interested in pursuing research in classical hematology
- Undergraduate students interested in pursuing research in classical hematology

HTRS defines "early-career investigators" as:

- Junior attending and junior faculty (MDs/MBBSs, DOs, PhDs) working in non-commercial institutions who are:
  - Within five years of completing training for a career in hemostasis and/or thrombosis at the time of the abstract submission deadline OR
  - Within five years of completing training for a career that will have a substantial component of, or overlap with, the disciplines of hemostasis and/or thrombosis (such as ob/gyn or cardiology) at the time of the abstract submission deadline

HTRS defines "Advanced Practice Providers" as any of the following who are interested in pursuing research in classical hematology:

- Nurses/Nurse Practitioners
- Physician Assistants
- Pharmacists/PharmD
- Physical Therapists
- Medical Technologists or Other Laboratory Professionals
- Genetic Counselors
- Social Workers
- Midwives

## 7. <u>"Abstracts of Distinction"</u>

The top-scoring abstracts submitted by investigators who are not eligible for the Trainee/Early-Career Investigator category and who work for non-commercial institutions will be recognized as "Abstracts of Distinction" for their clinical, basic science/translational, and advanced practice providers. Authors of abstracts receiving this designation will be invited to give an oral presentation and moderate a roundtable discussion during the "Best of HTRS" Networking Event. Only presenting authors of selected abstracts may give the presentations at the meeting.

- It is preferred, but not mandated, that the presenting author be the first author of the abstract submitted in this category
- Presenters will each be given a 10-minute oral presentation to discuss their abstracts, immediately followed by a three-minute question-and-answer period
- Details about oral abstract presentation and instructions for preparing slides will be sent to the presenting author in December 2022
- Presenting author(s) will be invited to moderate a roundtable discussion during the "Best of HTRS" Networking Event on Friday, March 10, 2023
- Presenting author(s) will be invited to the Awards Dinner and Talent Show on Saturday, March 11, 2023, and recognized during the awards programming

## 8. <u>"Informational Only" Abstracts</u>

Abstracts may be submitted for informational purposes only to be displayed as posters at the conference. "Informational Only" abstracts are not eligible for Travel Awards, designation as "Abstracts of Distinction," oral presentations, or publication.

• Informational Only abstracts generally do not contain original data

• Examples of Informational Only abstracts include: news about a new or existing registry, news about a new or existing study, news about a new society or meeting being organized, information about a novel practice or service (i.e. use of telemedicine for consults), or a single case report/very small case series (of note, for case reports and series, exceptions may be made if the abstract presents particularly compelling/new information on a rare disorder)

## 9. Preparing Your Abstract

Please follow these instructions to prepare your abstract or abstracts for submission. Proofread carefully to avoid errors before submission. HTRS is not responsible for editing or re-formatting accepted abstracts prior to publication.

- a. Required language: English
- b. Download and agreeance to the 'HTRS 2023 Abstract Acceptance Policy & Submission Instructions'
- c. Authors: Last name, first name, degrees, affiliations, city, state, country, and contact information.
- d. Authors Personal Information: HTRS is committed to inclusivity and, as a result, is collecting information on racial, ethnic and gender diversity of authors. This data will not be shared with abstract reviewers but may be used in the future to further our goals of improving diversity, equity and inclusivity. Date of birth, gender, and ethnicity information is collected for statistical reports and will not be identified or shared as part of any author listings or public facing profiles.
- e. Maximum of 3,000 characters including spaces (not including the title, authors, or affiliations)
- f. Abstract text should preferably be in a "structured abstract" form with sections clearly marked Background, Objectives, Methods, Results, and Conclusions
- g. Maximum of 2 relevant tables, figures, or images with legend. Please submit figures that meet the guidelines included in Section 10 "Figures and Images for Publication" on the following page. Files that do not meet these minimum formatting requirements will be excluded from publication
- h. References should appear as a numbered list in the "Other" box with numbers in square brackets in the text [1], [2-3]. Vancouver style preferred.
- i. Abstracts containing non-generic drug names in the title or body of the abstract, personal patient information, or reporting studies with unidentified chemical compounds, drugs, or materials will not be accepted. (Non-generic drug names may be used in a footnote at the bottom of the abstract but <u>not</u> in the title or body of the abstract.) Abstracts containing drug manufacturers' company names in the title of the abstract will not be accepted, but a drug manufacturer's company name can appear in the body or footnote of the abstract if it thereby better identifies a product or device
- j. Full contact information for the corresponding author (please ensure that your email address is accurate, as all correspondence will be sent via email)
- k. Additional required questions:
  - 1. Is the presenting author an early-stage investigator ("ESI")?
    - If yes, are they interested in applying for a travel award?
    - If yes, name of travel award applicant/ESI applicant:
    - Does this applicant meet the award requirements? Please indicate month/year that training/fellowship was completed in the box below:

- 2. Was this abstract containing the exact same data previously submitted to / presented at another meeting occurring before the HTRS 2023 Symposium? If **yes**, you may NOT submit the abstract unless it contains new, updated or expanded data.
  - If yes, what was the name and date of the meeting?
  - If yes, was this meeting held in-person, both in-person and virtual, or completely virtual?
- I. Successfully completed tasks will have a green check mark
- m. After all tasks are completed, select the 'Preview & Submit' button at the bottom of the task list
- n. Review your submission and then select the 'Submit' button in the upper right corner
- o. A confirmation email will be sent to the submitter's email address

## 10. Tables, Figures, and Images Requirement

HTRS and RPTH encourages the use of color in all illustrations. A legend should be provided for each illustration. Legends should provide sufficient information to allow the reader comprehension without reference to the text, and should be grouped at the end of the manuscript. Photomicrographs should state the original magnification.

- Illustrations should be referred to in the text as 'Figs' and be given Arabic numbers. The final width of the figures will be either 82, 114 or 173 mm. Lines should be of sufficient thickness to stand reduction (at least 1 pt. wide for a 50% reduction), and letters should be a minimum of 9 pt. Arial font or an equivalent size.
- Line artwork (such as graphs) should be submitted as EPS files or PDF files with a minimum resolution of 800 dpi. Please read the information on the Publisher's web site at <a href="http://authorservices.wiley.com/bauthor/illustration.asp">http://authorservices.wiley.com/bauthor/illustration.asp</a>.
- Digital Images submitted must exactly represent the original data. Figures that are compiled into multifigure panels should be kept individually and be available upon request. Manipulation of images should be kept to an absolute minimum, and if the quality of an image is too poor to clearly support the conclusion, the experiment should be repeated. Photographs should be submitted as a minimum 800 dpi.

When uploading a figure or images:

- Do not submit a screen shot
- Do not include title with chart or image
- Ensure PDF and EPS files are at least 800 dpi

## 11. Poster Presentation Sessions and General Viewing of Posters

The Poster Presentation Session will be held in the Ocean 1-6 Ballroom; poster presenters must be on hand at designated times to answer questions about their posters.

Only authors of accepted abstracts may present posters or give oral presentations.

#### 12. <u>Responsibilities of Abstract/Poster Presenters</u>

#### Presenting Authors Who are Travel Award Recipients

- HTRS will reserve lodging within the HTRS 2023 Room Block for two nights at the meeting hotel
- In order to receive complimentary registration, Travel Award recipients must register in advance for the meeting using a special registration code that will be provided in their notification of abstract acceptance
- Travel Award recipients must make their own airfare and ground travel arrangements.

#### **Presenting Authors Not Selected for Travel Awards**

- Must register to attend the meeting
- Are responsible for all expenses related to participating in the meeting, including registration fees, transportation, lodging, and any meals outside of those provided by HTRS as part of the general conference

## 13. Notification

Notification of abstract acceptance for poster presentation, Travel Awards, and/or Abstracts of Distinction will be made the week of December 16, 2022.

#### 14. For More Information

Questions regarding HTRS 2023 abstract submission should be directed to Danielle Horwitz, HTRS Meeting Manager, at <u>meetings@htrs.org</u> or call +1 856.471.7211.