

Clinical & Industry case study abstract Submission and acceptance guidelines

This stream will provide delegates with practical insights into how digital health care initiatives are being used to transform the health system and improve patient outcomes.

The aim is to provide a platform for exposure to novel concepts/design and new or emerging innovations.

Abstracts are invited which showcase the practical application of the latest digital health technologies in the health sector. Submissions may explore the challenges of implementation or discuss the benefits and transformative effect these new innovations are having on existing business models and systems.

These abstracts are often case studies and represent an excellent opportunity to discuss hands-on experience covering audience questions such as: What were the business needs? What solutions and investments were required? What were the critical design considerations? What skills and experience were required? What are the outcomes to date?

The following steps are required for the submission process

1. Abstract submission

Abstract guidelines:

- Do not list authors or affiliations
- Include a presentation title
- Submission to be maximum 650 words. If your abstract exceeds 650 words you will need to resubmit
- Double check spelling and grammar. Please replace American spelling with British English spelling
- Abstract title to be in **sentence case**, using capitals where appropriate eg "My abstract title: An exploration of sentence structure"
- Abstract must be submitted as a PDF document
- Do not include organisation name or project titles as this will lead to the submission not being a blind review
- Structured abstract covering
 1. **Introduction** - describe problem being addressed, healthcare setting etc.
 2. **Approach** - describe approach including any technological solutions or health informatics principles being applied
 3. **Body** - may include description of implementation, current status, findings and outcomes
 4. **Conclusions** and lessons learnt
- **Reference notation:** You may not need to reference but if you do, the reference notation should be numbered. It should be consistent.
- **Spelling/Grammar:** Australian usage only Macquarie Dictionary and AGPS Style Manual for Authors, Editors and Printers preferred. Do not use American spelling (e.g. organisation should be used, not organization).

2. Submitting:

- **Submission portal:** All abstracts are submitted online via the [Submission Portal](#)
- **New account:** If it is your first time using the portal you will need to set up a new account. the portal will guide you on setting up a new account.
- **Contact information:** When you log in to the portal for the first time you will need to create your contact in the second tab and input your contact information.
- You can then submit your abstract via the call for submissions tab.
- **Title:** Include your abstract title according to the above guidelines
- **Streams:** Please choose the stream that is most relevant to your abstract
- **Authors and affiliations:**
 - Step 1 - add each affiliation that the authors of the abstract belong to.
 - Step 2 - add each of the authors details remembering to include their corresponding affiliations.
 - Note: It is important to indicate which author is the presenting author.
- **Biography:** Add a 50-word bio of the presenting author
- **Abstract upload:** Upload your abstract, ensuring your abstract is formatted according to the guidelines above.
- **Keywords:** Please select 4-5 keywords
- **AV requirements:** The HIC session rooms will be equipped with standard conference AV set up which includes: Projector, screen, laptop (Windows7, Office16), sound system, lectern, lectern microphone, and a remote slide advancer.

3. Abstract review: All submissions will be blind reviewed by three independent reviewers.

The abstracts will be scored by the below criteria:

- Originality/novelty/innovative
- Focus on health informatics practice
- Theoretical, methodological or practical grounding of the solution
- Interest to delegates; potential to stimulate interactive discussion and transferable learning
- Quality of writing/language

4. Notification: You will be notified via email if your abstract is accepted for a presentation, a poster or not accepted during the week of **21 September 2020**. Authors will be notified of the acceptance along with the reviewer's comments.

If your abstract is accepted as a presentation, the next step is to resubmit:

5. Resubmission: Author to resubmit abstract according to the reviewer feedback.

- **If the committee are not satisfied with your revisions your abstract will not be accepted for the program**
- Further details of resubmission will be provided in the acceptance email.

6. Registration: Presenting author to register for the conference at the reduced speaker rate by **Friday 9 October 2020**.

7. Approval: Resubmission is approved by the committee. If the committee are not satisfied with your revisions your abstract will not be accepted for the industry/clinical program.

Successful presenters have been allocated 15 minutes for their presentation.

For those who are selected for a poster – the posters will be displayed for the duration of the conference, however we ask you to stand near your poster during the lunch poster session to answer any questions delegates might have.

Clinical & Industry submissions terms and conditions

By submitting an abstract you agree to the following terms and conditions:

- Submissions must be the original work of the submitting author(s), must not have been previously published and must not be under consideration by another publication or conference.
- All submissions must meet the format requirements specified by the Conference Organisers.
- The Conference Organisers reserves the right to refuse material that does not meet requirements or is deemed inappropriate in either content or size.
- Required documents must be submitted online. Abstracts, bio notes, will not be accepted in hard copy format or by fax.
- Submission acceptances will be advised during the week of **21 September 2020** and final submissions are due **Friday 9 October 2020**.
- Details of the required format for final submissions will be sent to presenters with notification of submission acceptance.
- Accepted authors must pay and register for the Conference by **Friday 9 October 2020**. Failure to register will result in the submission being withdrawn.
- The Conference Organisers reserve the right to publish all submitted abstracts via conference proceedings/conference app or other channels.
- You give AIDH permission to publish a PDF of your slides on the AIDH/HIC website. If you require modifications to your slides i.e. don't want particular slides published, it is your responsibility to email AIDH and advise of the changes you would like to make.
- The speaker grants permission to AIDH for a live stream to be made available to media
- The speaker grants permission to AIDH to include the presentation (slides and recording) in their content on demand program for our virtual HIC delegates. By granting permission, you understand you will receive no financial or other compensation for doing so, the video will become the property of AIDH in perpetuity to use only in the manner described above, the logo of the company sponsoring the event may be included at the start of the final edited version of the video, and that the AIDH logo will be watermarked over the length of the video. If you are accepted for a presentation or poster your name, job title, organisation name, photo and biography will be included in the conference app.
- Submission of an abstract will be regarded as acceptance of these conditions.
- **Registration:** Accepted submissions must confirm their acceptance by purchasing a speaker registration to attend the conference. Speakers receive the cheapest registration available for HIC.