



**CSIOMS Conference**  
**April 26-28, 2019**  
**Hilton Rosemont/Chicago O-Hare**

## **Submit your research abstract today to the Clinical and Scientific Innovations for Oral and Maxillofacial Surgery (CSIOMS) Conference!**

Discuss and display your research with oral and maxillofacial surgery experts at CSIOMS. The CSIOMS is an educational conference that will bring together world-class researchers from a variety of disciplines to showcase the latest technologies and research affecting the full scope of oral and maxillofacial surgery.

### **Key Dates for the 2019 Abstract Program**

December 21, 2018	Abstract submission site opens
February 7, 2019 at 11:59 pm CST	Abstract submission site closes
February 18, 2019	Acceptance status sent to presenting authors
February 25, 2019	Agreement and paperwork due from presenting authors
March 15, 2019	Abstract edits and withdrawal deadline
April 26, 2019	Conference begins

## **Presentation Categories**

### **Oral**

Oral presentations are 10 minutes (including time for questions and answers). If your abstract is selected for an oral presentation, you will be notified of your presentation's date and time. In the event the designated presenting author is unable to attend, it is the author's responsibility to assign a coauthor to present and contact appropriate staff (see AAOMS staff contact below) regarding the presenting author change. Be sure to include the new presenting author's name, email address and contact phone number in your message. Please note: edits to authors must be received before March 15 for inclusion in the printed meeting program.

### **Posters**

Once accepted, all poster authors must submit an electronic file of the poster that will be viewable online from any device with an internet connection. Authors also will have an assigned poster board that will be available during the reception on April 26 from 4:30 to 6:30 p.m. The presenting author should plan to be available to answer questions at the reception. In the event the designated presenting author is unable to attend, it is the author's responsibility to assign a coauthor to present and contact appropriate staff (see AAOMS staff contact below) regarding the presenting author change. Be sure to include the new presenting author's name, email address and contact phone number in your message. Please note: edits to authors must be received before March 15 for inclusion in the printed meeting program. Beginning in February, poster authors will be required to upload their electronic files to the hosting site, which is provided by email. Failure to upload poster files in a timely manner will result in exclusion from the program.

### **Presentation Preference**

The Committee on Research Planning and Technology Assessment (CRPTA) will consider presentation preference when planning the program. Presentation preference indicates the authors do not want an abstract considered for any other type of presentation. The committee reserves the right of final decision.

### **AAOMS Staff Contacts**

For questions and/or to report a change of the presenting author, please contact staff: Laurie Oddo,  
[loddo@aaoms.org](mailto:loddo@aaoms.org)

### **Requirements for Submission**

Abstracts for the AAOMS CSIOMS Conference must be submitted online through the abstract submission site at <https://www.conferenceabstracts.com/cfp2/logincustom.asp?EventKey=ISUKUQLJ&UserEmail=&UserPassword=&User=&memberID>

**Prior Publication and Embargo Policy**

Material on which the abstract is based must NOT be published before presentation, and abstracts must NOT be published before or during the CSIOMS Conference being held April 26-28, 2019. If an abstract has been submitted for publication, authors must instruct their editors NOT to publish the abstract until after the conference. Therefore, abstracts are embargoed from the time of submission, with the exception of submissions to the *Journal of Oral and Maxillofacial Surgery (JOMS)*. Not complying with this policy will be judged on a case-by-case basis and may result in imposing a sanction on the individual and/or institution.

**Membership Requirements**

Authors are not required to be members of AAOMS.

**Disclosure Requirements**

As a provider of continuing medical education through the Accreditation Council for Continuing Medical Education (ACCME), it is the AAOMS's policy to ensure balance, independence, objectivity and scientific rigor in all its educational activities. AAOMS policy requires everyone who is in a position to influence educational activities must disclose their relevant conflicts of interest. The presenting author must ensure ALL coauthors provide current disclosure information with the submission of the abstract.

**Ethics**

For clinical trials, details of ethical committee approval and the type of informed consent should be stated. Patients' and volunteers' names, initials and hospital numbers should not be used.

**Outcomes**

All oral abstract and poster submissions must be evidence-based and must include outcomes data in order to be considered for acceptance.

## **Writing Standards**

### **Contents**

All abstracts (oral or poster) must contain the following information:

1. Statement of the problem
2. Materials and methods
3. Methods of data analysis
4. Results
5. Outcomes Data
6. Conclusions
7. Two references

Data should be summarized in the abstract. It is not satisfactory to say “data will be presented.”

Do not include subtitles (e.g. methods, results) in the abstract body.

### **Language**

All abstracts must be written in English.

### **Character Count**

Abstracts should be limited to 600 words. Data tables and images are acceptable, but must be uploaded separately from the abstract text. All figure files should be labeled by a figure number.

## **Review Process**

All general session abstracts are blinded prior to review by the Committee on Research Planning and Technology Assessment (CRPTA).

Abstracts are reviewed based on the following criteria:

- Clear statement of the problem
- Description of the materials and methods employed
- Clear explanation of results
- Include outcomes data
- Relevant conclusion

The number of abstracts selected will be restricted by the format of the meeting. Selection will be based on the quality and content of the abstracts as judged by the committee as well as the basis of scientific merit and documentation.

CSIOMS abstracts will be accepted in one of two categories – oral or poster – or not accepted. Notifications will be sent via email to presenting authors only. Check your spam filters if you do not receive your notification.

All authors will be notified around February 18, 2019.

## **Accepted Abstracts**

### **Required Paperwork**

Presenting authors of accepted abstracts will be required to submit an agreement form. All required paperwork will be distributed and submitted electronically to the presenting author.

### **Publication**

Accepted abstracts will be published, as submitted, in the online version of *Educational Summaries and Outlines*, a supplement to the *Journal of Oral and Maxillofacial Surgery*, unless withdrawn by the deadline. Abstracts should be carefully written and edited prior to submission.

### **Meeting Registration**

The presenting author of an accepted abstract must register and pay all required registration fees to attend the conference. AAOMS resident members and/or dental students can qualify for free meeting registration. International residents should pay the appropriate registration fee.

All other expenses – including transportation, meals and lodging – are the responsibility of the attendee.