PEARLS

Abstract Submissions

Instructions and Guidelines

2019 ASHP National Pharmacy Preceptors Conference
October 17 – 19, 2019
Hilton Anatole │ Dallas, Texas

WHAT IS A PEARL?

A pearl presentation is very short -- just 5 minutes. The goal of each pearl is to convey one idea, concept or fact that has been useful in day-to-day practice, and is not widely known, understood, published, or taught.   It should **not** be a review of literature or something that is commonly known. While it is expected that the information be factual, pearl presentations should be based on acumen and years of practice, <u>not</u> a review of papers.

SELECTION CRITERIA

Pearls will be selected based on the following criteria:
- ✓ Innovation
- ✓ Usefulness
- ✓ Practicality
- ✓ Applicability to practice

Note: ASHP will not accept abstracts that have been ghostwritten or have been commissioned by a commercial entity for the express purpose of positive publicity for a product or service.

SUBMISSION DEADLINE:

July 15, 2019 at 11:59 p.m. (Pacific) - Abstracts must be complete and submitted by this date. No new submission or edits will be accepted after this deadline. ASHP will not edit abstracts. Incomplete abstracts will be deleted from the system after this deadline.

MEETING REGISTRATION

Presenting a pearl at our meeting is a voluntary effort and ASHP cannot pay expenses for your participation. If your submission is accepted, then **you are responsible for your own meeting registration fee and travel**. All presenters must be registered for the meeting. If accepted, then **only one person** will be permitted to present the pearl.

SUGGESTED TOPICS

- Unique ways to challenge superstar residents
- Training residents to become preceptors
- Effective strategies in residency selection and interviewing
- Longitudinal rotations
- Balancing precepting with everyday clinical duties
- Managing resident stress/burnout
- Social media
- Precepting in ambulatory & community settings (e.g. rounding in a nonacademic environment)

- Working trainees during their 1st rotation
- Designing rotations for specialty programs
- Creative ways to meet individual learning styles
- Professionalism – what to do with those who lack it, how to teach it
- Different Communication styles
- Teaching self-reflection
- Enhancing critical thinking skills: connecting the dots
- Documenting student contributions to patient care

SUBMITTING YOUR ABSTRACT

Submission Process

Our online submission tool requires the submitter to complete five (5) tasks to submit your abstracts. Some of our guidelines have changed, therefore, it is important that you carefully read the information on the screen and follow these submission guidelines.

- Submissions will be accepted online only at https://www.ashp.org/Meetings-and-Events/Get-Involved-in-a-Meeting/National-Pharmacy-Preceptors-Conference
- If accepted, then **only the submitter** will be permitted to present the Pearl.

Login – Email Address & Access Key

To submit an abstract, you must create a profile which includes your name, email address, and your access key. The email address and your access key will be your login information for the Pearl submission site. Do not delete or alter the email address shown on your profile. Deleting your email address in your profile will cause your submission to be incomplete and will not be included in the review process.

Abstract Title

- Think creative and make it catchy! (25 words max)
- Please use title case to format your titles. Titles in all uppercase or lowercase letters will not be accepted.

TASK 1: Abstract Form

- **Description of Your Project/Pearl** (Limit: 250 words): Briefly describe the pearl you are proposing. How is it innovative? Can others implement this pearl in their institutions? What problem does it solve?
    Note: Only those pearls related to practice will be considered. See "Selection Criteria" for more details.
- **Learning Objective** (only 1 is required): A learning objective describes what you want the learners to be able to do as a result of participating in your educational program. **Do not** describe what the program will do or say.
- **Self-Assessment Question** (only 1 is required): Write one question for learners to self-assess their grasp of the content. Base your question on your learning objective. Question must be written either in multiple-choice or true/false format. For a multiple choice question, please include all possible answer choices.
- **Answer.** Enter the correct answer to your self-assessment question.

TASK 2: Submitter/Presenter Information – only one person may present a Pearl

This task is to update or confirm your profile information. You will need to provide the following:
- Position/Title
- Employer
- Credentials
- Employer's City and State

TASK 3: Copyright and Recording Agreements

Copyright and Recording Agreements – The Pearls author must read and agree to ASHP Copyright and Recording Agreements on the submission site.

TASK 4: Financial Disclosure(s)

Disclosure(s) – Pearl submitter must complete the potential conflict of interest information.
- Click on your name to complete the required information.
- Disclose any financial relationship(s) for you and/or your spouse.
- Type your name to verify the information is correct to complete the form and move to the next task.

TASK 5: Conflict of Interest Agreement

The Pearl presenter must complete and sign the conflict of interest agreement terms for their submission. **This includes agreeing to add a disclosure in your slides**. You must:
- Read and sign the agreement.
- Click the Submit Agreement button to complete the task.

SUBMISSION & CONFIRMATION

When all the submission tasks are completed, you will see a green check mark next to each task. You must save your submission before you can submit it. Click the Save Submission button.
- **Preview link** – click this link at the bottom of your screen to preview your submission.
- **Print your submission** – use the print icon on the preview screen to print your submission.
- **Submit button** –You must click the Submit button to submit your abstract.
- **Confirmation** – the system will send you a confirmation email.
- **Edits -** you will be able to login and make edits until the deadline. However, only changes that were saved before the deadline will be included in your final submission.

NOTIFICATION

After August 1, 2019, you will be notified via email whether your submission was accepted for presentation**.**

Questions? Contact Educational Services: educserv@ashp.org

Thank you for your interest in the ASHP National Pharmacy Preceptors Conference. Good luck!