



## 2022 Advances of Head and Neck Oncology for the OMS

March 5-6<sup>th</sup>, 2022

OMS Institute for Education and Innovation, Rosemont, IL

# Submit your research abstract today to the biennial AAOMS Head and Neck Conference – 2022 Advances of Head and Neck Oncology for the OMS!

The Committee on Oral Head and Neck, Oncologic and Reconstructive Surgery (COHNORS) presents a biennial head and neck conference where the best new basic and clinical science related to the subspecialty.

Accepted abstracts will be included in the conference proceedings to be published in *Journal of Oral and Maxillofacial Surgery (JOMS)*.

Discuss and display your research with the top Head and Neck OMS Surgeons

## Key Dates for the 2022 Advances of Head and Neck Oncology for the OMS Abstract Program

November 29, 2021	Abstract submission opens. Topics are as follows: Pathology, Oncology and Reconstructive Surgery
January 14, 2022, at 11:59 PM CST	Abstract submission closes
January 25, 2022	Acceptance status sent to presenting authors
January 31, 2022	Agreement/paperwork due from presenting authors
February 15, 2022	Abstract edits and withdrawal deadline
March 5, 2022	Meeting begins



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## Presentation Categories

### Oral

Oral presentations are 10 minutes in length (including time for question and answer). If your abstract is selected for an oral presentation, you will be notified of your presentation's date and time. In the event that the designated presenting author is unable to attend, it is the author's responsibility to assign a co-author to present and to 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 by January 31st for inclusion in the printed meeting program.

### Presentation Preference

The Committee on Oral Head and Neck, Oncologic and Reconstructive Surgery (COHNORS) will consider presentation preference when planning the program. Presentation preference indicates that the authors do not want an abstract considered for any other type of presentation. The committee reserves the right of final decision.

### Topic Selection

The topics should be related to the disciplines of basic translational or clinical science related to the fields of head and neck oncology, pathology, and reconstructive surgery.

### AAOMS Staff Contacts

For questions and/or to report a change of the presenting author, please contact staff below:

Oral Abstracts Sessions for the 2022 Advances of Head and Neck Oncology for the OMS:

Jennifer Scofield- [jscofield@aaoms.org](mailto:jscofield@aaoms.org)

### Requirements for Submission

Abstracts for the conference must be submitted via the following link:

<https://abstractscorecard.com/cfp/submit/logincustom.asp?EventKey=FYPNSEVK>

### Prior Publication and Embargo Policy

Material on which the abstract is based must NOT be published before presentation, and abstracts must NOT be previously published.

### Membership Requirements

Authors are not required to be members of the AAOMS.

### Disclosure Requirements

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



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### 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 submissions must be evidence-based and must include outcomes data in order to be considered for acceptance.

## Writing Standards

### Contents

All oral abstracts 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. 2 references

Data should be summarized in the abstract. It is not satisfactory to say that "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 figure number.

## Review Process

All general session abstracts are blinded prior to review by the Committee on Oral Head and Neck, Oncologic and Reconstructive Surgery (COHNORS)

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.



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Oral abstracts will be the only category accepted. Notifications will be sent via e-mail to presenting authors only. Be careful to check your SPAM filters if you do not receive your notification.

All authors will be notified on in January 2022.

### 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 included in the conference proceedings to be published in *Journal of Oral and Maxillofacial Surgery (JOMS)*.

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.

All other expenses including transportation, meals and lodging are the responsibility of the attendee. Travel scholarships for students, residents and fellows may be available.