TAS Abstract Submission Guidelines

Submission Opens on September 16, 2024, and Closes on December 2, 2024

The Society of Cardiovascular Anesthesiologists invites the submission of abstracts and difficult cases to be presented at the upcoming Thoracic Anesthesia Symposium & Workshops (TAS) in Montreal, Quebec, Canada on April 25, 2024.

IMPORTANT DATES

- Submission site **opens on September 16, 2024**.
- Submission site **closes at 11:59 PM (Central) on December 2, 2024**.
    - Additional submissions will not be accepted after the submission system closes.
    - If you do not receive email confirmation of your abstract submission within 30 minutes of finalizing your abstract submission, please contact SCA Member Services for assistance: kflowers@scahq.org
    - Co-Authors must complete their disclosure forms by December 2, 2024.
    - The submission will not be reviewed unless all listed authors complete a disclosure form by the deadline.
    - Notifications regarding abstract selection will be sent by the end of January 2025.

INSTRUCTIONS FOR ONLINE SUBMISSION

Submission Content and Format Rules

- Submissions will be made to one of the following categories:
    - Difficult Case
        - This category provides a forum for showcasing interesting, challenging, or unique anesthetic clinical scenarios related to thoracic surgery cases.
    - Basic and Clinical Research
    - Resident and Fellow Submission
- Submission must be submitted in English.
- **Abstracts are limited to 3,300 characters.** Character count includes body text and spaces.
- Still images must be submitted in the following formats: .jpg, .tiff, or .bmp.
- Title should be short and specific, with a capitalized first letter of each word, and should not contain abbreviations, quotation marks, and all capital letters.
- Use generic drug/product names rather than trade names.
- Do not include references to the institutions involved in the abstract body.
- Standard abbreviations may be used without definition. Non-standard abbreviations should be kept to a minimum.

Submission Requirements

1. Title
2. Body Text
    - For Difficult Case Category ONLY, submission should include:
        - Introduction paragraph: state why the case is presented.
        - Brief summary of the clinical case.

- o Bulleted discussion section, including:
    - Techniques employed for airway management, lung isolation or any aspects of thoracic clinical care.
    - Surgical considerations which impact the anesthesia decision making
    - Teaching point of the case
- o Images and videos are optional, but highly encouraged.
3. References
4. Figure and video legends (brief)
5. Still images may accompany the submission (Optional)
    - Should be of high quality but **cannot** be larger than 1 MB
6. Video clips may accompany the submission (Optional)
    - Video file formats should be AVI.
    - Optimal video frame dimensions are 480×360 pixels.
    - Use video-compression software to reduce size, if necessary.
    - If you combine clips, please allow enough time for each clip and leave a gap between clips.
    - Label submitted figures/videos with your initials followed by Figure/Video # to facilitate reviews (i.e. John Smith: JS Figure 1/JS Video 1).

General Rules

- Only abstracts submitted using the online submission system will be considered.
- Submissions are not to be completed by other parties on the author's behalf.
- The submitting author will be designated as the presenting author.
- **If a different presenting author must be designated after submission, please adhere to the following:**
    - The presenting author must be a co-author listed on the abstract at the time of submission. Please notify the SCA at kflowers@scahq.org to make this change.
    - Presenter changes made after **February 28, 2025** will not be reflected in any printed or online materials or applications.
    - If a co-author cannot be identified to present the abstract, the abstract must be withdrawn from presentation. Please notify the SCA immediately at kflowers@scahq.org.
- Residents and fellows are encouraged to work with a faculty mentor and submit an educational or difficult case, case series, or the results of a study they have participated during residency training. These submissions will be evaluated as a separate group with a best abstract selection and plenary presentation.
- All communication from/to the SCA will be with the submitting/presenting author only.
- Presenting authors are expected to register for and attend the 2025 TAS meeting in Montreal, Quebec, Canada if the abstract is accepted.
- Abstract authors will <u>not</u> be provided complimentary registration or any other financial remuneration.
- Once the abstract is submitted, no revisions are permitted.
- An abstract may only be submitted once (i.e., may not be submitted to multiple categories).
- Abstracts must summarize an original contribution.
    - If there is any conceivable question regarding similarity to earlier work or possible duplication or redundancy, it is the responsibility of the presenting author of the paper to contact the SCA at kflowers@scahq.org
- Abstracts/Cases should have not been previously published or presented at other national and international meetings.
    - If there is a potential conflict regarding an abstract already being presented or published, please notify SCA via email at the time of submission. Failure to comply will result in the abstract being rejected.

- Submitting author will attest that all co-authors of the abstract have granted consent for the material to be submitted for presentation, and that the submitting author has been granted the right by all co-authors to act on their behalf.
- No abstract will be considered with deferred outcome data. If data is to be presented, it must appear in the original abstract submitted.
- Submissions should include the best available evidence and should not include content that is biased or promotional in nature.
- Submitted text and images must be HIPPA compliant, including masking of all patient identification material. Images with patient identifiers will not be considered for presentation.
- Poster presentations will be in electronic format for the 2025 Annual Meeting. Authors of accepted abstracts are responsible for submitting electronic versions of their posters for presentation at the Annual Meeting. **The deadline for poster submissions will be Friday, March 21.**
- SCA reserves the right to withdraw an abstract at any time.

ABSTRACT REVIEWS

All abstracts undergo a blinded peer-review process and will be reviewed for the following criteria:

- **Background:** Clearly stated study If a case report or case series, the reason for presenting the case(s) is clearly stated instead of a study hypothesis
- **Methods:** Clearly describes the method of data collection (e.g.) prospective data collection or chart If statistical methodology is indicated, these methodologies are clearly described
- **Results:** Presented in a manner (description +/- graphics) that is easy for the reader to follow the case presentation with the appropriate clinical details included. Descriptive and statistical results are stated. Tables, figures, or other graphics add to what is described in the abstract
- **Conclusion:** Well-stated so that it is obvious how the data support or refute the stated Case report conclusions should clearly state how observations support a clinical or scientific principle or hypothesis worthy of future study
- **Clarity of presentation:** Well written in a style that is understandable to a non-specialist. The "message" is easily understood by the reader without having to re-read the abstract several times

TOP ABSTRACTS AND DIFFICULT CASES

The highest scoring submissions from the Research and Resident and Fellow categories will be recognized by presenting their work as oral slide presentations at the meeting. Authors will be notified at the time of abstract acceptance notification.

The highest scoring submissions from the Case Reports category will be presented as oral slide presentations at the "*Difficult Case? No Problem*!" session at the meeting. Authors will be notified at the time of abstract acceptance notification.